

GOLF ADVISORY BOARD MEETING MINUTES  
CITY OF PORT ORANGE  
1000 CITY CENTER CIRCLE – CITY HALL  
2<sup>ND</sup> FLOOR CONFERENCE ROOM  
FEBRUARY 6, 2018 AT 5:00 P.M.

A Regular Meeting of the Golf Advisory Board was called to order by Chairman Cameron at 5:00 p.m.

Present: John Cameron  
Richard Lee, Chairman  
Tony Delmonte  
Lance Green  
Scott Stiltner, Council Member  
Dennis Flesch  
Jane Taylor, Vice Chairman

Also Present Susan Lovallo, Parks & Recreation Director  
Michelle Cusella, Sr. Administrative Assistant

**B. ELECTION OF OFFICERS**

*Motion was made by Member Flesch to nominate Member Lee for Chairman, Seconded by Member Delmonte. Member Lee accepted the nomination. Motion carried unanimously by voice vote.*

*Motion was made by Member Delmonte to nominate Member Taylor for Vice Chairman, Seconded by Member Green. Member Taylor accepted the nomination. Motion carried unanimously by voice vote.*

**C. PUBLIC COMMENTS**

There were none.

**D. DISCUSSION/ACTION**

2. Approval of Minutes - December 5, 2017

*Motion to approve the Minutes from December 5, 2017 was made by Member Green, and Seconded by Member Cameron. Motion carried unanimously by voice vote.*

3. Audit Presentation

*James Howard, James Moore Company, discussed the audit process and stated there were a few comments made on the audit. One of which is there are two payroll bank accounts open,*

*which has been advised that one can be closed to minimize bank fees. The operating income for the year was at \$125,000 as oppose to last year at \$36,000.*

#### 4. Financial/Evaluation Reports

*Bob Duquette, General Manager, gave an overview of the courses financial report.*

*Member Cameron inquired about the cost per player of the tournament benefiting Horizon Elementary that is being held February 10<sup>th</sup> at the course. He also asked if it has been compared to the normal Saturday in February revenues that the course profits.*

*Mr. Duquette advised that there are 140 already paid attendees which will make the course more if not the same as normal Saturday profits.*

#### 5. Handicap Rules and Regulations (Matt Jones)

*Matt Jones, Deputy City Attorney, advised the board the ADA regulations does apply to the course (accessing the tees boxes and greens).*

*He stated on a cart path only day, the rule remains that handicap or not, they are not allowed on the fairways.*

#### 6. Update on restaurant

*Susan Lovallo, Parks and Recreation Director, advised the Board of the bid submittal the City received from Hannah's Restaurant pending Council approval on February 20, 2018. She advised that their terms were \$100/month lease payment, 75% of the utility bill, a \$4000 deposit and taking on a lot of the maintenance. She stated the restaurant will need to remain closed for one day to do the turn over with the new owners, but will have concessions at the pro shop for golfers for that one day.*

*Member Cameron asked what the City wants the overall vision to be for the restaurant.*

*Ms. Lovallo, stated the overall vision for the new restaurant is to provide food and beverage to the everyday golfers as well as tournaments and events. The city is losing \$1000+ a month without a working restaurant in place.*

*The Board praised the work Don Burke has done the past few months in the restaurant.*

Member Stiltner left at 5:55

#### 7. Staff Comments

*Ms. Lovallo had no additional comments.*

#### 8. Meeting dates for 2018

*The board agreed to keep every other month meetings the same.*

9. Items for Next Agenda

Update on the Marketing of the new developments  
Member comments from City Manager meeting at the HOA  
Discussion on bushes

**E. BOARD COMMENTS**

*Member Cameron believes the pro shop inventory is low, and that prices are high. He listed off items he believes the pro shop should have. Mr. Duquette stated the items listed are in fact in the shop.*


*Member Cameron, believes the men's bathroom needs a deep clean and the air conditioning unit needs maintenance, as it rattles loudly.*

*Chairman Lee stated he has taken notice to the sand pales put at each tee and how much they are being used.*

*Chairman Lee would like to see golfers be required to check-in for their tee time more than 9 minutes before their reserved tee time.*

**F. NEXT MEETING DATE-** April 3, 2018

**G. ADJOURNMENT:** 6:19

  
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Chairman Richard Lee