

**AD HOC AADVISORY COMMITTEE FOR  
HGRD GOLF COURSE RENOVATION**

**CHARTER**

**HERONS GLEN RECREATION DISTRICT**

**Committee purpose, charter and deliverables**

This Ad Hoc Committee is subject to the General Policies which apply to all of Herons Glen Recreation District's committees. This committee will meet as needed by establishing meeting times, dates and locations and making those known to the Board of Supervisors.

At HGRD, the threat of aging greens and plan for a golf course renovation provides the opportunity to identify areas of strength and weakness on the golf course to be included in the scope of work for the scheduled 2021 golf course renovation project. The Ad Hoc Committee's basic function will be to work with the Golf Course Consultant/Architect to serve as a review, research and analytical arm of the Board. The Committee's deliverables are as follows:

- Conduct SWOT Analysis of the Golf Course to be included in the scope of work. These areas will include but are not limited to:
  - Tees
  - Greens
  - Fairways
  - Rough
  - Bunkers
  - Bulkheads
  - Out of Bounds
  - Cart Paths
  - Drainage
  - Irrigation
  
- Work with Golf Course Consultant/Architect to identify and recommend goals and plan for renovation to include:
  - surveys, focus groups with various demographic user groups (good players, beginning players, MGA, LGA, senior men, senior women, etc.) for input and feedback
  - Goals and analysis to be provided on a hole-by-hole basis
  
- Develop a Master Plan Showing Improvements to the Golf Course
- Prioritizing/Phasing of work
- Identify timeline
- Generation of cost estimates and phasing schedules to aid in planning for the implementation of the improvements

**Committee formation and general operations**

The Golf Course Renovation committee will consist of a minimum of five members to a maximum of seven members selected by the Board of Supervisors from a list of Volunteers. The General Manager will serve as ex-officio member of and liaison for this committee and his/her staff will be available to provide support as required. The Golf Course Consultant architect will also serve as an ex-officio member of the committee.

Strong consideration should be given to the background of volunteers before an appointment is made.

The committee will report directly to the Board of Supervisors, which has the responsibility to provide general direction and oversight. Updates to the Board should be reported at its regular workshop meetings following any meetings of the ad hoc committee.

The committee should appoint a Chair and Vice-Chair. The Chair should ensure that Notices of Committee meetings are provided to management for posting or publishing. The Administrative Assistant may create minutes for this ad hoc committee. All ad hoc committee meetings must be posted and open to the public in accordance with Florida Sunshine laws.

The committee may be disbanded after completion of their assignments.