TOWN OF PALM BEACH

RECREATION DEPARTMENT

MINUTES OF THE RECREATION ADVISORY COMMISSION HELD ON WEDNESDAY, MAY 4, 2016

I. CALL TO ORDER & ROLL CALL

A regular Recreation Advisory Commission meeting was called to order on Wednesday, May 4, 2016, at 9:05 a.m. in the Town Council Chambers. On roll call, all of the appointed officials were found to be present.

II. PLEDGE OF ALLEGIANCE

Chairwoman Pamela McIver led the Pledge of Allegiance.

III. OATH OF OFFICE

Lisa Walkowich administered the oath of office to Commissioners Nicholas Coniglio, Matthew Smith, Linda Wartow and Leslie Wytrzes.

IV. ORGANIZATIONAL ITEMS

A. Election of Commission Chairperson – Commissioner Matthew Smith made a motion, seconded by Commissioner Alexandra Woodfield to nominate Mrs. McIver as Chairwoman of the commission. There were no other nominations and Mrs. McIver was unanimously elected Chairwoman of the Recreation Advisory Commission.

B. Election of Vice Chairperson – Chairwoman McIver made a motion, seconded by Commissioner Roberta Mambrino to nominate Mr. Smith for the position of Vice Chairman. There were no other nominations and Mr. Smith was unanimously elected Vice Chairman of the Recreation Advisory Commission.

V. ANNUAL COMMISSION ORIENTATION

Chairwoman McIver spoke briefly regarding the Sunshine Laws and the responsibility and role of the commission. She reminded the commissioners that unlike some other boards where staff reports to the board, this commission is advisory. She encouraged the members to share suggestions, problems and successes with staff.

Mrs. Zickar told the commission that her door is always open and she appreciated the feedback that she receives from the commissioners. She said that she relies on them to be the eyes and ears of the recreation department out in the community. Mrs. Zickar said that she is looking forward to working with each of the commissioners.

VI. COMMENTS OF RECREATION ADVISORY COMMISSIONERS - None

VII. COMMUNICATIONS FROM CITIZENS - None

APPROVAL OF THE AGENDA

Motion was made by Commissioner Mambrino, and seconded by Commissioner John Hartz to approve the agenda. Motion carried unanimously.

VIII. APPROVAL OF MARCH 2, 2016, MEETING MINUTES

Motion was made by Commissioner Mambrino, and seconded by Commissioner Woodfield to approve the March 2, 2016, minutes. Motion carried unanimously.

IX. OLD BUSINESS

Recreation Center and Seaview Park Needs Assessment and Master Plan Presentation – Mrs. Zickar and Mr. Nelo Freijomel from Stephen Boruff Architects gave a power point presentation regarding the Recreation Center and Seaview Park master plan. After some discussion Mrs. McIver asked for comments from the public. Mr. Michael Ainslie, of Plantation Road spoke in favor of the project and his involvement with the project. After all discussion had been completed Mrs. McIver asked for a motion. Commissioner Smith made the motion to endorse the proposal as presented today and recommend that it move forward to the Town Council for their review at their June meeting. Seconded by Commissioner Wartow, all were in favor.

A. **FY2017 Budget Development** - Mrs. Zickar updated the commissioners on the FY2017 Budget and answered questions.

B. **RFP for Tennis Professional Update** – Mrs. Zickar explained the RFP process and the criteria for ranking the proposals. She stated that staff was recommending that the Town Council authorize staff negotiations with DM Enterprises who was the highest ranked proposal.

C. **Maintenance Projects at the Par 3** – Mrs. Zickar stated that at the April 12, 2016, Town Council meeting the Council approved 3 out of 5 maintenance projects and the use of Maintenance and Improvement funds for the projects. The projects that were approved were the replacement of the countertops in the men's and ladies restrooms, wood flooring improvement/replacement, and improvements and screening to the old clubhouse. Mrs. Zickar stated that staff is working with the representatives from al Fresco to come up with a solution for the two projects that were not approved that being the electrical upgrade and the weather protection panels on the verandas.

X. NEW BUSINESS - None

XI. **STAFF REPORT –** In addition to the written report provided by staff, Assistant Director Rod Gardiner, Golf Manager Tony Chateauvert and Dockmaster Mike Horn provided highlights of the report to the commissioners and answered various questions.

XII. **ANY OTHER MATTERS –** Mrs. McIver reminded the commissioners that the next meeting was scheduled for September 7, 2016. She requested that Mr. Minic from DM Enterprises attend the November meeting to meet the Commission. She also requested an update on the Golf Course maintenance projects at the September meeting.

XIII. **ADJOURNMENT -** There being no further business, Chairwoman McIver adjourned the meeting at 10:50 a.m.