TOWN OF PALM BEACH

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TOWN OF PALM BEACH
RECREATION DEPT.

MINUTES OF THE SEAVIEW PARK COMMISSION MEETING HELD

MAY 22, 1992

I. CALL TO ORDER: A meeting of the Seaview Park Commission was called to order by the Chairman, Mr. Broberg at 1:05 PM on May 27, 1992, in the Recreation Center. Commission members in attendance were Chairman Broberg, Mrs. Clarke-Royal, Mrs. McIntyre, Mrs. Leidy and Mr. Ochstein. Staff members in attendance were; Mr. Bitzer and Ms. Reedy. Mr. Lubow and Mr. Myers were absent.

II. APPROVAL OF AGENDA: Mr. Broberg asked if there were any deletions or additions to the agenda. Motion was made by Mrs. Clarke-Royal to approve the agenda as printed. Seconded by Mrs. Leidy, motion carried.

III. APPROVAL OF MINUTES OF MAY 6, 1992: Motion was made by Mrs. McIntyre to approve the minutes of May 6, 1992. Seconded by Mrs. Clarke-Royal, motion carried.

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

1. FY-93 Recreation Department Proposed Budget.

Mr. Bitzer said the members of the Commission have been furnished with a summary of the Proposed Budget for the Recreation Department for the FY-93 fiscal year.

Mr. Bitzer said the directions which were given to the Department heads was to minimize expenditure increases, but to maintain the current level of service through increased performance and other cost saving measures. Mr. Bitzer said they hope to obtain those objectives thru minimal fee increases and cost savings adjustments.

Mr. Bitzer said the department's budget presentation booklet summarizes each of the five program budgets of the Recreation Department, and compares revenues and expenditures from FY-90 thru the FY-93 proposed budget.

Mr. Bitzer said the Recreation Center, Facility Maintenance and Tennis Center proposed expenditure budget is $10,641 or 1-1/2%

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above FY-92 estimated expenditures. The increase in FY-93 revenue is estimated to be 4%. The Golf Course expenditure budget is estimated to be approximately $696,000 and FY-93 revenue is estimated to be approximately $603,000.

Mr. Broberg asked how that would affect the percentage of revenue recovery?

Mr. Bitzer said the proposed revenue recovery for FY-93 is Tennis 72%, Adult Program 80%, Youth Program 32% but does not include the recommended fee increase. The total revenue expenditure recovery of Programs 311 thru 314 is estimated to be 40%.

Mr. Broberg said the Tennis Program has an average expenditure recovery of 68% to 72% and he felt that was a very good average. He said that personally he feels the Recreation Department is like any other department of the Town which offers a service to Town residents.

Mr. Bitzer said it's really a question of what value is placed on programs which are offered to the community by the Recreation Department. He said he felt the Youth Programs were especially beneficial.

1. RECREATION FACILITY MAINTENANCE EXPENDITURES.

Mr. Bitzer said the Recreation Facilities Maintenance Budget is the program which basically maintains the buildings and grounds at the Recreation Center. That program is estimated to increase only 1/2% in FY-93.

2. RECREATION-TENNIS PROGRAM EXPENDITURES & REVENUES.

Mr. Broberg asked Mr. Bitzer if he would explain to the new members of the Commission why there was an 87% recovery of expenditures in 1990, and 68% the following year?

Mr. Bitzer said the difference was because of a change in the way the Town charged department's for insurance costs. He said they now take a total cost and divide that by the total number of employees. Previously, we were charged by actual occurrences and our deparmtent's incidents were very low. Also, we experienced large increases across the board in other insurance line items.

The FY-93 Proposed Expenditure budget for the Tennis Programs is up only 2-1/2% or approximately $7000.00 above the FY-92 estimated expense. The proposed revenue is estimated to be at least $15,000.00 or 8-1/2% above the FY-92 anticipated revenue. The overall recovery rate is estimated to be up approximately 4%.

3. RECREATION-ADULT PROGRAM EXPENDITURES & REVENUES.

The FY-93 proposed expenditure budget is approximately $465.00. The proposed revenue is estimated to increase approximately $500.00 or 3%. Overall recovery rate is anticipated to increase 1%.

4. RECREATION-YOUTH PROGRAMS EXPENDITURES & REVENUES.

The FY-93 proposed expenditure budget is approximately $2,200.00, or 1/2% above the FY-92 anticipated expenditures.

Proposed fee increases in the after school program are estimated to increase FY-93 revenue by approximately $2,500.00 which will offset the increase in FY-93 proposed expenditures.

RECREATION PROGRAMS 311-314 EXPENDITURES & REVENUES.

The FY-93 overall proposed 311-314 budget expenditure shows an increase of $10,641.00 or 1-1/2% above the FY-92 estimated expense. Expenditure increases include fixed cost increases for insurance of $6,000 and extended tennis clerk hours of $7,500. Overall FY-93 proposed 311-314 revenue is up 3% and the recovery rate is estimated to be 40%.

RECREATION DEPARTMENT FULL TIME EQUIVALENT PERSONNEL.

Department totals for FY-92 was 19.28, the proposed for FY-93 is 19.68. Registration Clerk .53 to provide evening coverage of the Seaview Park Tennis Courts and to perform maintenance related duties. The estimated increase in revenue from daily court fees and annual tennis permits is $10,000. Estimated savings in evening tennis court maintenance is $2,500.

RECREATION DEPARTMENT FEE SCHEDULES.

Mr. Bitzer said he hasn't recommended any fee increases in Tennis. He said of the Municipalities they had surveyed, Palm Beach's fees were generally higher than the other municipalities.

Mr. Ochstein suggested that they might consider raising the daily Resident Adult fee. Mr. Bitzer said he felt the cost of an annual resident permit, compared to a daily fee of $5.00 was already a pretty good rate for an annual permit. Mr. Ochstein felt that more people would buy annual permits if the daily fee was increased.

Mrs. McIntyre asked if it would be possible to raise the daily Resident adult fee by one dollar, and if the Town Council had to approve any increase in fees?

Mr. Bitzer said the Town Council would have to approve any suggested increase in fees. He said any recommendations the Commission makes would be presented to the Town Council.

Mr. Ochstein made a motion that the daily Resident Adult fee should be increased from $5.00 to $6.00, and all other fees should remain the same. Seconded by Mrs. Clarke-Royal.

Mrs. Clarke-Royal said she would like to amend the motion and recommend that the fee be increased to $6.00 per hour with the exception that for people 65 and over the fee would remain $5.00 per hour.

Mr. Bitzer said the department had other adult program fee classifications, and he said he was unsure of possible legal ramifications, also, it might set a precedent which would also involve other programs including the Golf Course. Mr. Bitzer felt this matter needed further study.

Mrs. Clarke-Royal withdrew her addendum to the motion to leave the resident adult daily fee at $5.00 for people 65 and older.

Mr. Broberg said he thought the fee should be left at $5.00 for the present time. He said if they need additional revenue in the future this would be one area where they could possibly increase the fee. He said if they increase the daily resident fee to $6.00 now, they have no where else to look for additional revenue later on.

On roll call the motion failed.

RECREATION DEPARTMENT FEE SCHEDULES.

Mr. Bitzer said the Staff only recommends an increase in the after School Program which would increase the fees for the 1st thru 5th grades from $30.00 to $40.00 per month, and the 6th grade and over would go from $15 to $20.00. He said those programs will generate approximately $2,500 in revenues.

Mr. Broberg asked if the Par 3 offered Clinics such as the Tennis program at Seaview Park? Mr. Bitzer said they did have Youth Clinics.

FY-93 PROPOSED CAPITAL IMPROVEMENT PROGRAM.

Mr. Bitzer said these projects are planned over a five year period. He said the proposed Capitol improvements for FY-93 through FY-97 in the Recreation Department include:

Seaview Park:

1. Tennis Facility Seating Area Improvements.
2. Maintenance Storage Building.
3. Tot-Lot Improvements.
4. Lighting Tennis Courts #5, #6, #7 & #8.
5. Landscape Improvements.

Mrs. Clarke-Royal suggested they ask the Garden Club to help with the landscaping.

Par 3 Golf Course:

1. Engineering and design plans for Golf Course improvements.
2. Reconstruct Front 9 Greens/Tees.
3. Renovate Club House.
4. Reconstruct Back 9 Greens/Tees.

Mr. Broberg said he would like the Recreation Department to send out a mass mailing to all the residents in Town informing them of programs available at the Recreation Center. He asked Mr. Bitzer if he would explore what the cost would be?

Mr. Bitzer asked the Commission if they wished to approve the proposed increase of fees in the Youth Resident after school program? Mr. Broberg said he didn't feel a vote was required. He felt if the Seaview Park Commission gave their approval to the budget as submitted that would be enough. Mr. Bitzer felt it would be a clearer indication of the Commission's approval if the proposed fee increase was put to a vote.

Mr. Broberg asked the members of the Commission if they approved the FY-93 proposed budget as submitted? All Commission members present approved of the proposed budget.

VI. ANY OTHER MATTERS: None.

VII. ADJOURNMENT: There being no further business, meeting was adjourned at 2:25 PM.

Jacquelyn Reedy