



TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

November 19, 2008 Minutes

- I. **CALL TO ORDER AND ROLL CALL** - A meeting of the Town of Palm Beach Recreation Advisory Commission was held on November 19, 2008, at the Recreation Center. The meeting was called to order by Mrs. Milissa Agnello, Chairman, at 9:00 a.m. Commission members in attendance were Mrs. Milissa Agnello, Dr. Timothy Coffield, Mr. Joseph Della Giustina, Mr. Henry Jamison, Mrs. Danielle Moore, Mr. Timothy O'Hara and Mr. Stuart Shulman. Alternate members in attendance were Mr. Stephen Hall, Mr. Daniel McDonnell and Mrs. Rita Taca. Staff members in attendance were Director Mr. Jay Boodheshwar, Assistant Directors Mr. Alan Brown and Mr. Rod Gardiner and Office Manager Mrs. Lisa Walkowich.
- II. **COMMUNICATION FROM CITIZENS** – There were none.
- III. **APPROVAL OF THE AGENDA** – Mr. Della Giustina made the motion to approve the agenda. Seconded by Mrs. Moore, all were in favor.
- IV. **APPROVAL OF THE SEPTEMBER 10, 2008 MINUTES** – Mrs. Moore made the motion to approve the minutes. Seconded by Mr. Della Giustina, all were in favor.
- V. **OLD BUSINESS**
 - A. **Head Tennis Pro- Management Model Review** – Mr. Boodheshwar reviewed what the commission had discussed at their September meeting regarding the teaching program and the model structure the Town uses to provide those services. He said that, a lot of time was spent discussing possibly changing our management model. Mr. Boodheshwar said that with the opening of the new facility staff extended the contract arrangement for our current pro, through May of next year, to give staff some time to look at how we structure our program and possibly make any changes we think would be beneficial to the tennis community.

Two options were brought up, to keep the current model where the Town contracts with the head pro, which is not an employee and receives no benefits. This individual, through contracts, would then hire independent instructors who work for him/her and they provide all lessons, coaching, and clinics. The other model was the Town hiring, not as employees but as independent instructors, a team of pros. One who would be the lead pro and the others would be area specific pros. He said that there were merits to both options.

Mr. Boodheshwar said that the other question posed was, what should our philosophy be in regards to the amount of teaching vs. the amount of open play and how should these areas be balanced. At that time Mr. O'Hara requested statistics regarding lessons vs. open play, resident vs. non-resident and adult vs. youth. He said that staff put together some statistics and referred the commission to Exhibit A (attached).

Mr. Boodheshwar and the commission reviewed the exhibit. The following statistics were provided:

The majority of our participation at both facilities are adults and over 80% of our participation is from residents. At the Seaview Facility teaching services is almost half of what is provided with high numbers for the juniors. At Phipps 14% of our court usage is for teaching services and most of the lessons at both facilities are private one on one lessons. Mr. Boodheshwar reviewed court booking procedures in regards to lessons for the commission. At the Phipps facility 35% of our usage is mixers, special events and open play.

After a lengthy discussion, Mr. Boodheshwar stated that staff was recommending that that we move forward in the preparation for a request for proposals. He said that the RFP would tell the story of tennis in Palm Beach, its history, what we have done and a quick preview of where we are trying to go and what types of programs we are trying to grow. The commission agreed and Mr. Della Giustina made a motion for the creation of an RFP as described by Mr. Boodheshwar, seconded by Mr. Jamison all were in favor.

Dr. Coffield asked that the completed RFP be e-mailed to the commission so that they could forward it along to anyone they knew who might be interested.

B. Par 3 Restoration Project Update – Mr. Boodheshwar introduced Mr. Goldsmith who is involved in with the group of residents involved in the project and has been instrumental in some of the more technical elements of the project with our water source. He then gave a quick overview of the golf course restoration project.

Mr. Boodheshwar said that we were very nearing the completion of the design and engineering work for the golf course and very close to finalizing the conceptual plan for the clubhouse. He said that the project is evolving in two phases; the golf course which includes the redo work, the water systems, two structures (a pump house and RO building) and Phase 2 the clubhouse. He invited the commissioners to attend an ARCOM meeting on Friday, November 21st, where these two buildings would be discussed. He also announced that the project schedule had changed and was scheduled to begin in March. Mr. Boodheshwar said that it looks like the clubhouse will be delayed a bit because it will require a more intensive review by the Town, requiring a height variance.

Mr. Boodheshwar said that in January, he and Mr. Raymond Floyd would be making a presentation to the Town Council to update them on the project.

Mr. Boodheshwar then presented a couple of slides to the commission which showed renditions of the routing plan of the golf course, including the preliminary landscaping plans as well as preliminary concepts of the clubhouse.

Dr. Coffield said that with all these changes and the new clubhouse and restaurant, he could see the golf course drawing in corporate events. Mr. Boodheshwar said that the entire operational model is going to change, how we market the course, what types of services we will offer, our outing business and our league business.

Mr. Boodheshwar said that the golf committee was very busy with fundraising. He said that the “I Chipped In” program was underway and building momentum. Mr. Boodheshwar said that the program was created to build ownership and awareness within the community so that at the end of the project, we get more residents taking advantage of this facility and feeling proud to use the golf course.

Mrs. Agnello asked what the commissioners could do to help with the fundraising. Mr. Goldsmith suggested that the commissioners take some of the brochures that have been printed that tells about the project. Mr. Boodheshwar said that if any of the commissioners wanted information to give to the community to let him know and he would get brochures and or flyers for them to hand out.

Mrs. Taca asked if the initial financing for the project was in place. Mr. Boodheshwar said that most of the financing was in place, two million from the Town and close to three million in private donations. He said that the original project estimate is six million and in the next month or so staff should have actual engineering estimates. At that time we will know if the estimate is too high or too low.

Mr. Boodheshwar said that staff recently went through a pre qualification process for contractors. He said that by doing this it provided us with some quality control over who will be involved in the project. He said that an RFP was issued for the golf course construction and one for the RO construction. Mr. Boodheshwar said that several proposals were received and then a panel of town employees went through a ranking process. He said that a list was created of qualified contractors and that those contractors would be invited to bid on the project.

VI. NEW BUSINESS

- A. FY2008 Action Plan Results** – *(The report is attached)* Mr. Boodheshwar said that each year staff develops an action plan which is staff’s list of things to do

above and beyond our day to day jobs. He provided this list to the commissioner for their information to see what had been completed and what will be carried over to FY09.

VII. ANY OTHER MATTERS

A. Staff Report – *(The report is attached)* Mr. Boodheshwar asked the commission if they had any questions regarding the report. There were none.

Mr. Boodheshwar said that he wanted to thank the commissioners who attended the rededication and said that it was a wonderful event. He said that everyone seem to be very happy with the new tennis facility.

Mr. Boodheshwar thanked Mr. Della Giustina for his donation of a beautiful park bench. He said that the bench was donated in the memory of Mr. Della Giustina's mother.

Mrs. Agnello said that she wanted to thank and congratulate Mr. Boodheshwar and the staff for the great job that they did on the rededication ceremony. She said that everyone who attended had a great time and she heard a lot of nice comments about the event and the new facility.

VIII. ADJOURNMENT – The meeting was adjourned by Mrs. Agnello at 10:00 a.m.

RECREATION ADVISORY COMMISSION
Record of Attendance 2008

<u>Regular Members</u>	1/9/08	2/29/08	5/14/08	9/10/08	11/12/08
Mrs. Agnello	P	P	P	P	P
Dr. Coffield	P	P	P	P	P
Mr. Della Giustina	P	P	P	P	P
Mr. Jamison	P	P	P	U	P
Ms. Hickox-Moore	P	P	U	P	P
Mr. Timothy O'Hara			P	P	P
Mr. Shulman	P	P	E	E	P
<u>Alternate Members</u>					
Mr. Hall			P	P	P
Mr. McDonnell			P	P	P
Mrs. Taca	P	P	P	U	P

LEGEND: P = Present
 E = Excused
 U = Unexcused
 A = Absent Pending Classification as "Excused" or "Unexcused"

**RECREATION ADVISORY COMMISSION
Conflict of Interest Record 2008**

<u>Regular Members</u>	1/9/08	02/29/08	5/14/08	9/10/08	11/12/08
Mrs. Agnello					
Dr. Coffield					
Mr. Della Giustina					
Mr. Jamison					
Ms. Moore					
Mr. O'Hara					
Mr. Shulman					
<u>Alternate Members</u>					
Mr. Hall					
Mr. McDonnell					
Mrs. Taca					

LEGEND: X = Conflict of Interest