



TOWN OF PALM BEACH

RECREATION DEPARTMENT

MINUTES OF THE RECREATION ADVISORY COMMISSION HELD ON WEDNESDAY, NOVEMBER 3, 2010

I. CALL TO ORDER, ROLL CALL & PLEDGE OF ALLEGIANCE

A meeting of the Town of Palm Beach Recreation Advisory Commission was held on November 3, 2010, at Town Hall in Council Chambers. The meeting was called to order by Chairwoman Mrs. Danielle More at 9:00 a.m. Commission members in attendance were Mr. Stephen Hall, Mr. Henry Jamison, Mr. Daniel McDonnell, Mr. Donald Singer and Mr. Timothy O'Hara. Alternate members in attendance were Mrs. Pamela McIver, Dr. Ellen Howe and Mr. Chris Storkerson. Absent from the meeting was Mr. Joseph Della Giustina. Staff members in attendance were Director Mr. Jay Boodheshwar, Assistant Directors Mr. Alan Brown and Mr. Rod Gardiner and Office Manager Mrs. Lisa Walkowich. Also in attendance were Town Council President Pro Tem Mrs. Gail Coniglio, and Council Members Mr. William Diamond and Mr. Richard Kleid.

II. COMMUNICATIONS FROM CITIZENS

Mrs. Moore suggested that rather than taking citizen comments at the beginning of the meeting she would prefer to have a questions answered as information is presented. The commission agreed.

III. APPROVAL OF AGENDA

Mrs. Moore asked if there were any changes to the agenda. There were none. Mr. Singer made the motion to approve the agenda, seconded by Mr. Hall, all were in favor.

IV. APPROVAL OF SEPTEMBER 1, 2010, & OCTOBER 6, 2010, MEETING MINUTES

Mrs. Moore asked for a motion to approve the September 1, 2010 and the October 6, 2010, meeting minutes. Mr. Singer made the motion to approve the minutes, seconded by Mr. Hall, all were in favor.

V. OLD BUSINESS – none

VI. NEW BUSINESS

- A. Interim Staff Assignments for Golf Course and Town Docks – Mr. Boodheshwar stated that due to the retirement of Golf Pro Manager Rick Dytrych and the unexpected resignation of Dockmaster Jon Luscomb, interim management plans were put into place to maintain appropriate leadership for recreational facilities, while the privatization study process took place. He said that Assistant Director Mr. Alan Brown is currently overseeing the Golf Course and the Town Docks.

Administrative duties usually performed Mr. Brown, have been re-assigned to other staff members. Mr. Boodheshwar stated that in an effort to minimize this interim period, staff was requesting that the Docks and Golf Course privatization study process be accelerated if possible. He said that by extracting these two divisions from the current privatization study time line will allow staff to take the commission's recommendations to the Town Council at the November meeting.

B. Review of Privatization Study Groups' Progress

Mr. Boodheshwar gave a detailed report regarding the privatization study group meetings that have been held since the Recreation Advisory Commission's last meeting that was held on October 6, 2010.

Docks Study Group – Mr. Boodheshwar reported that at the October 6, 2010, special Recreation Advisory Commission meeting the commission unanimously approved the recommendations made by the Docks Study Group to cease from exploring privatization options and requested that staff continue to develop a long term capital improvement plan to include possible expansion and upgrade to facilities, as well as further development of services to make sure that the Docks remain competitive and successful.

Mrs. Moore asked if there were any comments. Mr. Dan Davidson spoke to the commission on behalf of Camper and Nicholsons, offering their assistance to the Town Docks at cost for an interim period of 18 months. Mr. William Diamond said that he felt staff had the ability to operate the Docks and Golf Course successfully and did not feel that privatization should be recommended.

Mr. McDonnell made the motion that the Commission stands by its original recommendations made at their October 6, 2010, meeting and that staff should go forward in presenting this recommendation to the Town Council at their November meeting. Seconded by Mr. O'Hara, all were in favor.

Recreation Center Study Group – This meeting was held on October 20, 2010 and the following recommendations were made:

- Develop a website specifically for the Recreation Department, with possibly on-line registration features.
- Approach the Palm Beach School District after the study process is completed about cost sharing for upkeep of the Seaview Park athletic field.
- Approach Island businesses and organization regarding corporate sponsorship opportunities for community special events and other programs, to help underwrite these costs and reducing them from the budget.
- Eliminate the maintenance worker position (through attrition or transfer to another department) and contract out these responsibilities at a future date.

Tennis Facilities – This meeting was held on November 1, 2010 and the following recommendations were made:

- The cost recovery policy should be changed from 30% to 55% by taking the actions identified in the staff report. Elimination of personnel should be through attrition or through transfer to another department to accomplish this short-term goal.
- The long term goal is to have a model that has one full time facility supervisor, one part time (.75) with benefits facility supervisor, and one full time maintenance position, which will result in the achievement of 70% cost recovery and a reduction of full-time staffing by approximately 40%. This model should also be achieved through attrition or transfer and not through layoffs.
- It was determined that the 100% cost recovery model is not desirable in order to keep the quality of the facilities that the residents of the Town require.

Mrs. Moore stated that she would recommend that final recommendations regarding the tennis and recreation center study groups be tabled until the next meeting, as she felt that additional information was needed. The commission agreed.

Golf Course – This group met on October 18, 2010, and November 1, 2010. The following recommendations were made:

- Staff should continue to operate the golf course and work to provide a more vibrant teaching program
- Fill the vacant position for the management of the daily operations
- Continue the marketing strategies that are in place, with the possible help of a marketing consultant to provide staff support in growing play.

The commission held further discussions regarding the elimination (through attrition) of certain full time positions at the Golf Course and decided that should not be a part of the recommendation for now.

Mr. Hall made the motion that the RAC accept the recommendations of the Golf Course Study Group and that staff should go forward in presenting this recommendation to the Town Council at their November meeting. Seconded by Mr. O'Hara, all were in favor.

Mrs. Moore asked if there were any comments from the commission.

Mr. McDonnell stated that the improvements to the Town Docks should take place as soon as possible in an effort to remain competitive in the market.

Mr. Storkerson stated that when making the decision for privatization you have to consider the quality of life that the recreation center provides for the community which is equally as important as the finances. He said one of the unique advantages that we have in this community is the people who live here and the resources that we have to draw from. He said that this process has been very productive and he has

come away with an incredible appreciation for the passion and effort that the residents are willing to give back to the community.

Mr. Boodheshwar stated that the positions identified for elimination will result in a reduction of the current staffing levels by another 17%. Overall, since 2006 staff will have been reduced by 32.25% once the identified positions are deleted from the staff count. He said that he feels confident that even with these reductions, staff will be able to provide the level of service and growth of programs that is expected.

Dr. Howe complimented staff, stating that everyone on his team is dedicated, committed and professional and will do whatever they have to do to make sure that the department is a success.

Mrs. McIver said that she wanted to echo what everyone else was saying and now is the opportunity to build the business and we should tap into the resources that we have in the community.

Mr. Singer said that he agreed with Mrs. McIver and said that we need to tap into the expertise of the community. He thanked the staff for the great experience he had at the annual Halloween event and said that everyone who attended had a wonderful time.

Mr. O'Hara, Mr. McDonnell and Mr. Hall each thanked Mrs. Moore for all of her hard work and thanked staff for their help in this process and for doing such an excellent job.

Mr. Jamison thanked everyone for their hard work. He said that as a taxpayer he was pleased that the commission was able to provide to the Town Council a solution regarding the finances of the department, making it more efficient without employees having to lose their jobs.

Mrs. Moore said that she wanted to thank the Town Council for charging the commission with the study. She said that it has been interesting, informative and effective and she appreciated the professionalism that has come with this process. She thanked the commissioners for all of their hard work and complimented staff for their assistance with the process.

VII. ANY OTHER MATTERS

- A. November 2010, Staff Report - Mr. Boodheshwar asked the commission if there were any questions regarding the report that they had received. There were none.

VIII. ADJOURNMENT

The meeting was adjourned by Mrs. Moore at 10:16 a.m.