



TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

September 9, 2009 Minutes

- I. **CALL TO ORDER AND ROLL CALL** – A meeting of the Town of Palm Beach Recreation Advisory Commission was held on September 9, 2009, at the Recreation Center. The meeting was called to order by Mr. Stuart Shulman, Chairman, at 9:00 a.m. Commission members in attendance were Mr. Stuart Shulman, Dr. Timothy Coffield, Mrs. Danielle Hickox Moore, Mr. Henry Jamison, Mr. Daniel McDonnell and Mr. Timothy O'Hara. Alternate members in attendance were Mr. Stephen Hall, Mrs. Pamela McIver and Mr. Donald Singer. Absent from the meeting was Mr. Joseph Della Giustina. Due to the absence of Mr. Della Giustina, alternate member Mr. Hall was given voting privileges. Staff members in attendance were Director Mr. Jay Boodheshwar, Assistant Directors Mr. Alan Brown and Mr. Rod Gardiner and Office Manager Mrs. Lisa Walkowich.
 - A. **Welcome New Member** – Mr. Shulman welcomed Mr. Donald Singer to the commission as a new alternate member. He encouraged Mr. Singer to participate in the meetings, but reminded him that he would only vote when a regular member was absent. Mr. Singer thanked Mr. Shulman.
 - B. **Welcome to new Head Tennis Pro, Dejan “Dan” Minic** – Mr. Boodheshwar said that Mr. Shulman was gracious enough to invite our new head pro Dan Minic to the meeting. He said that Mr. Minic is the result of a very extensive search process that the department underwent this past spring to bring a fresh face, ideas and energy to the tennis division. Mr. Boodheshwar said that from what we have seen so far, he has delivered.

Mr. Minic thanked the commission for the opportunity to serve the residents of the Town. He said that the Recreation Dept. had some of the best tennis facilities in Town. He said that he had several new programming ideas that he was developing for adults and juniors, some were already in place and proving to be very popular. Mr. Minic invited the commissioners to a pro exhibition on Friday, Sept. 11 from 5:00 – 6:30 p.m.
- II. **APPROVAL OF AGENDA** – Mr. McDonnell made the motion to approve the agenda. Seconded by Mrs. Hickox Moore, all were in favor.
- III. **APPROVAL OF MAY 13, 2009, MEETING MINUTES** – Mr. McDonnell made the motion to approve May 13, 2009, minutes. Seconded by Mrs. Hickox Moore, all were in favor.

IV. OLD BUSINESS

- A. Phipps Ocean Park Tennis Facility (Staff report regarding previous RAC and Town Council considerations for additional courts and lighting)** – Mr. Shulman stated that the commission had addressed this item in the past but because of the numerous calls he was receiving from residents, he felt that it would be a good idea to address it one more time for a matter of record for the Council. He asked Mr. Boodheshwar to address the commission.

Mr. Boodheshwar gave a brief review of the issue and how it was dealt with by the commission and also at the council level. He said that at the February 28, 2008, Recreation Advisory Commission meeting staff had informed the commission that there had been requests from residents playing at Phipps for additional courts. It was at that meeting that the commission asked staff to investigate lighting as an alternative to adding more courts and extending the day for play. At the May 14, 2008, Recreation Advisory Commission meeting staff reported back that the cost of lighting the existing tennis courts and parking lot would be a little over \$500,000. The commission felt that the project was too expensive and dismissed the idea. Several residents continued to lobby for additional courts and staff had prepared a report for council consideration during the FY-09 budget process. Staff worked with the public works department and our engineers to develop a cost estimate and described the impact and limitations we would have for expanding at Phipps. The cost estimate for adding two additional courts at Phipps was approximately \$341,000 and at that meeting the consensus of the Council was that they were not interested in the project.

Mr. Jamison said that over the years this debate has raged and it boils down to that more people want to play between 7:00 – 10:00 a.m. while the rest of the day there are more than enough courts available at Phipps. Mr. Singer asked if there were policies in place to make sure that everyone had an equal chance to play. Mr. Boodheshwar said that staff has been running for years a very successful mixer's program in the morning and the rules of participation have evolved to address the issue that people are rotating in and out and there is fair access to the courts and we will continue to make changes when they are warranted.

- B. Par 3 Restoration Project Update** - Mr. Boodheshwar said that the project is in the final stages of grassing and was slightly behind schedule, mostly due to environmental permitting obstacles. He said that the last permit was received about a week ago. He said that we expect to be completely done with the project in the next couple of weeks and then it's a matter of waiting until the turf is ready. Staff is very busy doing everything from ordering tee markers to deciding what the score cards are going to look like. Mr. Boodheshwar said that staff is working on developing a town championship in the spring as well as outings and events and our hotel partnerships. Mrs. McIver asked if there was a plan for a grand opening. Mr. Boodheshwar said that he would be meeting with the Mr. Floyd and Par 3 Committee members in the near future regarding a ceremonial grand

opening. He said that he would inform the commission once plans were set. Mr. Boodheshwar said that staff was expecting to open the golf course sometime in the beginning of December.

Mr. Boodheshwar said that we have two items on Town Council agenda related to the golf course. The first is an agreement with a company called EZLinks for an electronic tee sheet and point of sale system. The second item is an agreement with Adil Business Systems Inc. for contractual labor at the golf course. This contract was selected through an RFP process. It is estimated that by contracting for labor instead of hiring part time staff the Town will save approximately \$30,000.

V. NEW BUSINESS

- A. RAC Annual Draft Report – October 13, 2009 Town Council Meeting** – Mr. Boodheshwar said that every year the chairman of the Commission delivers a report to the Town Council giving a brief overview of the past year's activities. He said that after working with Mr. Shulman, he had prepared a draft report for the commission to review. Mr. Boodheshwar asked if there were any changes or deletions to the draft report that the commission had been given. Other than a date change, there were none.
- B. 2009/2010 Meeting Schedule** – Mr. Boodheshwar stated that the Town Council would like the commission to strongly consider changing the day of the month of its regular meetings as it conflicts with Town Council development review. He stated that the rule of thumb is to try to avoid having two town meetings on the same day. Mr. Boodheshwar said that after looking at the town's meeting schedule for the upcoming year there were two days in the month that do not conflict with the Town Council or other boards and commissions. They were the first Wednesday of the month and the fourth Tuesday of each month. Mrs. Moore made the motion to change the Recreation Advisory Commission meeting day to the first Wednesday of the month to begin in January of 2010. Seconded by Dr. Coffield all were in favor. The meetings date for 2010 would be January 6th, March 3rd, May 5th, September 1st, and November 3rd.

VI. ANY OTHER MATTERS -

- A. Staff Report** – *(The report is attached)* Mr. Boodheshwar, Mr. Gardiner and Mr. Brown reviewed sections of the report for the commission. Mr. Boodheshwar asked the commission if they had any questions regarding the report. There were none.

Mr. Boodheshwar said that he had been assigned the task of coordinating the Town's upcoming centennial. He said that staff was in the process of designing the framework for moving forward with the planning process to celebrate the Town's 100 years of incorporation.

Mr. Jamison thanked Mr. Boodheshwar for all his hard work and all his accomplishments since joining the Town. Mr. Boodheshwar said that he was able to accomplish all of this because of his great staff.

Mrs. Moore said that the new head tennis professional, Dan Minic was exceptional. She said that she has been playing tennis at this facility for over 30 years and this is the most positive and energetic change she has ever seen. She commended the staff in working so hard to find an individual like Mr. Minic.

Mrs. McIver said that at the May meeting staff and the commission talked about the budget extensively. She wanted to know if there was any update on the subject and should the commission feel optimistic or concerned about our budget given the state of the economy. Mr. Boodheshwar said that the projections that we reported for FY-09 were coming to fruition. He said that staff knew we were going to be short in certain areas and even though we were 100% occupied at the docks a couple of the annual leases had converted to seasonal leases and that resulted in a little less revenue. Mr. Boodheshwar said that even with all that, we will still turn a profit and are in a good position. He said that tomorrow night was the first public hearing for the FY-10 budget and staff did not foresee any issues.

VIII. ADJOURNMENT – Dr. Coffield made a motion to adjourn the meeting, seconded by Mr. McDonnell all were in favor. The meeting was adjourned by Mr. Shulman at 10:30 a.m.

RECREATION ADVISORY COMMISSION
Record of Attendance 2009

<u>Regular Members</u>	1/14/09	3/11/09	5/13/09	9/9/09	11/18/09
Mrs. Agnello	P	P			
Dr. Coffield	P	P	P	P	
Mr. Della Giustina	P	P	P	E	
Mr. Jamison	U	P	P	P	
Ms. Hickox-Moore	P	P	E	P	
Mr. McDonnell			P	P	
Mr. Timothy O'Hara	U	P	P	P	
Mr. Shulman	P	P	P	P	
<u>Alternate Members</u>					
Mr. Hall	P	P	P	P	
Mr. McDonnell	P	P			
Mrs. Taca	P	A			
Mrs. McIver			P	P	
Mr. Singer				P	

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

RECREATION ADVISORY COMMISSION
Conflict of Interest Record 2009

<u>Regular Members</u>	1/14/09	3/11/09	5/13/09	9/9/09	11/18/09
Mrs. Agnello					
Dr. Coffield					
Mr. Della Giustina					
Mr. Jamison					
Ms. Moore					
Mr. McDonnell					
Mr. O'Hara					
Mr. Shulman					
<u>Alternate Members</u>					
Mr. Hall					
Mr. McDonnell					
Mrs. Taca					
Mrs. McIver					
Mr. Singer					

LEGEND: X = Conflict of Interest

Town of Palm Beach



Recreation Department

STAFF REPORT

September 9, 2009

RECREATION CENTER

Seaview Park Field Improvements

Currently, the Public Works and Recreation Department staffs are monitoring several drainage wells, which were put in strategic areas on the field to help remedy the ongoing drainage problems experienced since the renovation of the field was completed last fall. If successful (and so far, the results are promising), the procedure will be repeated in the remaining problem areas later this fall as needed.

Youth Programs

The fall session will begin on Monday, September 14th, and will run 12 weeks for most programs, with registration steady so far. The fall session continues a mix of enrichment, pre-school, and youth athletics programs.

Several new and re-vamped programs are being offered. New this fall is the addition of *Inspiring Chefs* for ages 5 – 11, and *Yummy in my Tummy* for ages 2 – 5. Also new are *Jammin' Tots*, a pre-school program which encourages tots between the ages of 8 months and 3 years old to explore their natural physical movement, gain socialization opportunities, and develop self-awareness through movement, music, and interaction. *Jammin' Tots* is instructed by Gold Coast Gymnastics, a provider of programs at the Recreation Center since the mid-80s.

Additionally, the tot-tumbling and gymnastics programs are in the process of being re-tooled. A *Mom & Tot Tumbling* for ages 18 months to 3 years has been added to our list of activities. This program incorporates all the fun of tumbling, but with an adult helping and participating. Also, the gymnastics program has been split into two age groups, 4- 6 and 6 – 8 years, with the addition of a more advanced program for 9 & up called *Flips*.

We continue to certify/re-certify our coaches through the National Youth Sports Coaches Association. General and sport specific training is taught in-house by Ed Fiondella, Recreation Supervisor, who is a certified coaching clinician. Mr. Fiondella trains our coaches in many different aspects, among them are practice management, discipline, game strategy, interaction with participants and parents. We will also continue a Code of Conduct for the parents, beginning with flag football.

Adult Programs

The fall session for adults begins in October, with most programs running 8 weeks and offering 13 enrichment and/or fitness programs. The programs expected to be offered include language, fitness/toning, and visual arts.

After School Program and Camps

We continue to offer an after school program on a full time basis to Palm Beach Day Academy & Palm Beach Public School students Monday through Friday. The program is at full capacity.

Camp Palm Beach was again very popular this past summer and ran for 8 weeks. All three age groups were full or at near capacity each week. An additional week was added for ages 5-11 with great success. At this time, our intention is to run a full 9 week program next summer.

Winter Camp registration begins in November 2nd for residents and will be held for two weeks, December 21st-23rd and December 28th - 30th.

Community Special Events

The 4th of July Celebration event was a smash this year with our biggest crowd ever. The event continues to be a favorite with residents, as we continue to hear many positive comments regarding the activities.

On Friday October 30th, we will offer the ever popular Halloween Happenings for the entire family; young and young at heart alike. On December 17, 2009, we will hold the second annual Winter Family Fest in conjunction with the Recreation Center's 25th anniversary. More details will be provided this fall.

TENNIS PROGRAMS/FACILITIES

Court Usage

Overall, court usage for Seaview and Phipps combined is down approximately 2% from the previous fiscal year. Several factors contributed to this, one being that the Seaview facility did not open until the first week of November. In addition, January court usage was a little slower this year and there appears to have been an earlier spring departure of some of our seasonal players. Revenue, however, is up 23.27% over the previous year. Part of the increase in revenue is due to the increase in the fees for annual passes.

Seaview Park Tennis Center

The new courts at Seaview are playing well and are proving to be very resilient in recovering from rain events. Where the old courts would be down for a day or two following heavy rains, the new courts are playable again usually within 2 hours.

Fall junior clinics are underway, following a new format and have 22 participants enrolled in the current session. We expect those numbers to rise significantly following Labor Day when all the local schools are back in session.

There will be two teams, A1 and A2, in the PBC Women's league this coming fall. We are also considering adding a few teams in the new Palm Cup league to allow more opportunities for social league play.

Phipps Ocean Park Tennis Center

Due to the extremely low demand for afternoon courts during this time of year, staff has adjusted the operating hours at the Phipps facility. Phipps is now open 7 days a week from 8:00 am till 12:30 pm. The facility has recently undergone a bit of a facelift. The shop has been painted inside and out, we installed ceiling fans under the main viewing area, put river rock in all the open bed areas by the courts and are painting the fences as well. The courts have just undergone the annual reconditioning process and are in great playing condition.

The morning mixers program continues to be a success and was held throughout the summer. We had a successful Independence Day mixer on July 3rd with 26 participants.

We will be hosting a men's 3.5 team in the new Palm Cup League in the upcoming season. The team will play from October through January. In addition, we are anticipating a Men's Level 1 and 5 and Ladies Super 1 teams to participate in the winter PBC Senior Tennis League.

Teaching Services

Dan Minic our new head tennis professional has been very busy adding new programs and services. Adult programs being offered include Cardio Tennis, Power Hour and Team Strategy. Dan has ideas for many more programs to start in the fall including a men's night for advanced players. He is in the progress of scheduling a USTA juniors tournament and is looking to add an adult USTA tournament as well, into our existing mix of competitive opportunities. We are also working towards implementing an elite top level advanced junior program at Phipps in the fall.

PAR 3 GOLF COURSE

Restoration Project

The final stages of grassing and landscaping will be completed by the second week of September. Our website, www.golfontheocean.com, has a complete pictorial chronicle of the renovation. The course has been divided into groups of holes and illustrates what the holes look like now and how they came to look that way through the renovation process. Upgrade work on the website is underway and will be ready prior to the course re-opening later this fall.

It appears that because of the surprising lack of rain this summer, as well as several environmental permitting obstacles; we are a couple of weeks behind. Because the grow-in process is so critical to the long-term look and health of the golf course, it is very important that we do not rush to re-open. Staff will be better able to define an opening date sometime in October, but it appears that early December is our revised target.

Irrigation

The new turf is rooting very well and we are now using well water for some of the irrigation. As the growing in period progresses, we will be relying less and less on fresh potable water and more on the brackish water from our new well. The initial grow-in period requires the freshest water to insure quick root growth, as more saline water would act as a growth retardant.

Course Signage and Accessories

New tee signs, tee markers, yardage markers, benches and trash receptacles are ready to be ordered within the next week. We will be heavily relying on signage to help golfers around the new course, while they get used to the new routing. In a few places, short stakes and rope will be used temporarily to keep golf carts on the correct path and to protect certain areas as the golf course continues to mature. Most of the plantings on the new course will need a full season to get fully established.

Increasing Play

The hotel partnership program has been favorably received by many local hotels. We are finalizing the last remaining details. Our goal is to bring many new golfers here from the tourist market. However, it is our goal to get residents of the Town to re-discover this wonderful golf course and become frequent players. Serving Town residents has always been our top priority and now that we have a first rate facility to offer, we are eager to share the “golf-on-the-ocean” experience with those who made it possible. Preliminary planning is already underway to organize an amateur Town Championship tournament in the spring of 2010.

Outings and Events

The new golf course is sure to inspire many groups to hold their golf outings and events here. Although the new clubhouse will be constructed in the future, we are ready to accommodate new outing and event guests with much improved procedures and services. We have designed easy to use contracts and a menu of services that are available. We are currently in the process of securing preferred caterers who will be able to service any size group and provide an event that will range from casual to the more formal fare.

Our goal is to upgrade the level of service we offer for outings and events and above all, to be able to offer high quality customer service, consistent with the expectation of a Palm Beach golf course. We believe that our guests, who have held outings and events here in the past, will welcome the full service approach we have in mind. It will no longer be necessary for groups to bring in their own food and beverages, as we will be able to assure a top quality event that will bring golfers back many times to the Par 3.

Alcohol Ordinance Amendment

At the August 11, 2009, Town Council meeting the first reading was completed, to amend “Chapter 6 of the Town Code of Ordinances, Alcoholic Beverages, Section 6-9, Prohibition of Alcoholic Beverages in Public Places.” Currently only beer is permitted to be sold and consumed at the golf course. With this change, beer and wine will be available on a daily basis and during golf outings and special events this coming fall. Once the proposed new clubhouse is built and operational, a permanent food and beverage program, including liquor options, will be implemented.

TOWN DOCKS

Operations

Staff accomplished its goal of attaining 100% occupancy in long term leases this past fiscal year. Other facilities in our market did not fare as well and is now offering deeply discounted introductory rates. Fortunately, our value, location and reputation have pulled us through this year. Year end estimates have us falling short of revenues by only 2.5%. Expenses have been monitored closely and our net income should be on target barring any unforeseen expenses.

At the end of April, it was reported that transient vessel visits were lagging last year by 16%. Transient vessel visits have rallied this summer to pass last year to date number by 2%. We attribute this to lower fuel costs and the temporary closing of Palm Harbor Marina. With Palm Harbor closed, we were able to bring in more customer traffic from the Palm Beach Boat Show, Sun-Fest and Fourth on Flagler. An advertisement announcing summer dockage rates was placed in the Triton newspaper for three months. The Triton targets mega-yacht captains and crew. Our transient revenues as of September 2, 2009, have surpassed our year-end target of \$600,000 and now stand at \$610,763. This transient revenue surplus has helped the Docks to close the gap created by the loss of annual contract revenue to seasonal contract revenue. We have strategically increased seasonal dockage rates in an effort to reclaim this lost revenue for future seasonal contracts should demand for annual contracts recede further.

Maintenance/Improvements

Now that the season has passed, it is quiet at the Town Docks and maintenance projects are well underway. Watching the tropics is now a daily routine, with some preparations already completed. Notable projects for the summer are the upgrading of electric power to the face docks at Australian and Peruvian. These upgrades will allow us to supply ample power to larger vessels thereby increasing future revenue opportunities. These capital upgrades are underway with no cost to the Recreation Enterprise Fund and were financed completely through donations made by the current lease holders of those locations. The Public Works Department is currently managing the work, which should be complete and ready for use by October 1st. Staff is also working with a lease holder who is willing to donate the necessary funds to complete a dredging at the Peruvian face dock, which not only benefits the customer, but also the Town in the long-term. Consideration for accepting this donation and authorizing the project will be given at the September 10, 2009, Town Council meeting.