



TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

May 13, 2009 Minutes

- I. CALL TO ORDER AND ROLL CALL** - A meeting of the Town of Palm Beach Recreation Advisory Commission was held on May 13, 2009, at the Recreation Center. The meeting was called to order by Mr. Joseph Della Giustina, Vice Chairman, at 9:00 a.m. Commission members in attendance were Mr. Joseph Della Giustina, Dr. Timothy Coffield, Mr. Henry Jamison, Mr. Daniel McDonnell, Mr. Timothy O'Hara and Mr. Stuart Shulman. Alternate members in attendance were Mr. Stephen Hall and Mrs. Pamela McIver. Absent from the meeting was Mrs. Danielle Moore. Due to the absence of Mrs. Moore, 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. Also in attendance were residents Mrs. June Bakalar and Mr. Michael Spaziani.

- A. Welcome New Members** –Mrs. Pamela McIver was welcomed to the commission as a new alternate member, Mr. O'Hara was congratulated on his re-appointment and Mr. McDonnell was congratulated on his promotion to a regular member. Mr. Boodheshwar stated that due to some confusion at the April Town Council meeting regarding appointments to the P&Z Commission and the Recreation Advisory Commission, the Town Council decided to re-open the alternate position that was created by Mr. McDonnell's promotion. He said that this item would be addressed at the June Town Council meeting.

Mr. McDonnell asked if the Town Council had made a decision regarding multiple applications by residents to different commissions. Mr. Boodheshwar said that the Town Council wants to encourage people to be active in town government and they do not want to limit any individual to one application at any given time. However, in any month where there are appointments to more than one commission and an individual has applied to more than one of these commissions, staff will now contact these individuals to find out what their preference is before a vote is taken.

II. ORGANIZATIONAL ITEMS

- A. Annual Commission Orientation/Re-Orientation** – Mr. Boodheshwar briefly reviewed the Recreation Advisory Commission Handbook as a part of the annual orientation/re-orientation process.
- B. Election of Commission Chairman** – Mr. Della Giustina asked if there were any nominations for Commission Chairman. Mr. McDonnell made the motion to

nominate Mr. Shulman for Chairman. Seconded by Mr. O'Hara. Mr. Della Giustina asked if there were any other nominations, there were none. Mr. Della Giustina called for a vote, all were in favor.

- C. Election of Commission Vice-Chairman** – Mr. Shulman asked if there were any nominations for Vice-Chairman. Mr. McDonnell made the motion to nominate Mr. Della Giustina to continue in his role as Vice-Chairman. Seconded by Dr. Coffield. Mr. Shulman asked if there were any other nominations, there were none. Mr. Shulman called for a vote, all were in favor.

- III. APPROVAL OF THE AGENDA** – Mr. Shulman made the motion to approve the agenda. Seconded by Mr. Hall, all were in favor.

- IV. APPROVAL OF THE MARCH 11, 2009, MINUTES** – Mr. Della Giustina made the motion to approve the minutes. Seconded by Mr. Jamison, all were in favor.

V. OLD BUSINESS

- A. Head Tennis Professional Search Results** – Mr. Boodheshwar said that at the May Town Council meeting the Council voted unanimously to approve a contract with Net Results Tennis as our new service provider for teaching services. He said that the transition process would begin this week and the new head pro, Dejan “Dan” Minic would begin June 1st.

Mr. Boodheshwar said that from a financial perspective the Town has an improved contractual relationship with regards to the compensation package. He said that the Town and the tennis program will be able to realize more revenue from the teaching services and new revenue with a percentage of the proceeds from merchandise sales.

Mrs. McIver asked what would happen with the existing pros. Mr. Boodheshwar said that the new contractor understood the importance of continuity and the relationship our existing pros have with the community. They have agreed to keep the existing pros on for a period of time. He said it will be up to the contractor and pros, which will be evaluated during this period, to work out the details that both parties can agree to. Mrs. McIver asked if Net Results will be invisible to the community. Mr. Boodheshwar said that staff had some direct conversations with them to make sure that our tennis program did not feel “corporate.” He said that we don’t want our tennis players to feel that there’s a company here, we want them to identify with the new Head Pro and his assistants. Mr. Boodheshwar said that this was important to our relationship with our tennis community.

- B. Par 3 Restoration Project Update** – Mr. Shulman presented a check to Mr. Boodheshwar for \$400 from the Reef Condominium for the Par 3 project. He said that they felt the restoration project and the Par 3 enhanced the value of the

condominiums in the area. Mr. Boodheshwar thanked Mr. Shulman on behalf of the Par 3 Committee.

Mr. Boodheshwar then gave an update on the project. He stated that the project was running smoothly and on time. The west side of the golf course would be ready for grass once some electrical work was completed for the irrigation. He said that the east side of the course is very close to being ready for grass but that there was a small hold up due to permit issues regarding the dunes. He anticipated the permit problems to be resolved this coming week.

Mr. Boodheshwar said that there would be some minor fundraising taking place over the summer months, but the Par 3 Committee would get back into full swing once the season began. He said that the anticipated opening of the golf course was still sometime in November and that the committee and staff would be planning a kick off event which would also be linked to fundraising for the future clubhouse.

Mr. Shulman asked if the commission would have any input on the clubhouse. Mr. Boodheshwar said that staff would bring conceptual drawings of the clubhouse to the commission for their feedback, just as it had been done for the golf course part of the project. Mr. Boodheshwar invited the commissioners to contact him if they would like a tour of the golf course while it was under construction.

Mrs. Bakalar asked if any of the local hotels had contributed to the project. Mr. Boodheshwar said that staff was spending a considerable amount of time developing a hotel partner program for the Par 3. He said that staff had identified 50 top area hotels and resorts to potentially partner with for guest play. He said that their guests will get a preferred rate and the Par 3 will be their primary golf course.

VI. NEW BUSINESS

- A. FY 2010 Budget Proposal** - Mr. Boodheshwar presented an overview of the Recreation Enterprise Fund budget which represented a proposed increase of 1.4 percent. This increase was mainly due to the golf course. After a lengthy discussion, the following recommendations were made.

Mr. Della Guistina made the motion to keep the resident Annual Junior Tennis Permit fee at \$67.50 for residents and make the maintenance fee for resident juniors \$10.00. Dr. Coffield seconded the motion. After further discussion regarding the motion, Mr. Della Guistina amended his motion to charge \$68.00 for an Annual Resident Junior Tennis Permit and a \$10.00 maintenance and improvement fee for both resident and non-resident juniors. Seconded by Mr. O'Hara, all were in favor.

Mr. Della Guistina made the motion to charge \$210.00 for an Annual Non-Resident Junior Tennis Permit. Seconded by Mr. McDonnell, all were in favor

Mr. Shulman suggested that we consider in the future, a guest rate for resident tennis players like we are offering in golf.

Dr. Coffield suggested that the Town consider partnering with the Breakers to offer amenities to our customers at the Docks.

Mr. McDonnell made the motion to approve the FY-2010 proposed budget with the changes that were recommended via motions. Seconded by Mr. Hall, all were in favor.

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.

VIII. ADJOURNMENT – The meeting was adjourned by Mr. Shulman at 11:09 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		
Mr. Della Giustina	P	P	P		
Mr. Jamison	U	P	P		
Ms. Hickox-Moore	P	P	E		
Mr. McDonnell			P		
Mr. Timothy O'Hara	U	P	P		
Mr. Shulman	P	P	P		
<u>Alternate Members</u>					
Mr. Hall	P	P	P		
Mr. McDonnell	P	P			
Mrs. Taca	P	A			
Mrs. McIver			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					

LEGEND: X = Conflict of Interest

Town of Palm Beach



Recreation Department

STAFF REPORT

May 13, 2009

RECREATION CENTER

Seaview Park Field Improvements

In the upcoming month, a review by Public Works and Recreation Department staff will be conducted to determine what future actions, if any, will be needed to correct the ongoing drainage problems we have experienced since the renovation of the field was completed last fall. The goal is to have this issue resolved before August 2009.

Youth Programs

The spring session began on March 23 and runs 9 weeks, continuing a mix of enrichment, pre-school, and youth athletics programs. Nineteen programs were offered, with registration steady. Start Smart Golf, a program of the National Alliance for Youth Sports, was offered for the second time. The children, ages 5-7, learned about golf in a fun and non-threatening environment. All of the Start Smart programs provide the opportunity to work one-on-one with a parent or guardian, as the program format is parent/child; and includes safe and developmentally appropriate equipment.

Adult Programs

The spring session for adult programs also began on March 23 and offers several enrichment/fitness programs. Continuing to gain popularity is the Friday offering of Yoga Nidra, a technique which helps unwind the stresses of the day with meditation, breathing, and light stretching techniques. This class is taught by Nancy Nolen, who has over 15 years experience teaching here at the Recreation Center. Also, Painting/Drawing has continued to gain ground with our new instructor, Wilson Williams.

After School Program and Camps

We continue to offer an after school program on a full time basis to the Palm Beach Day Academy (PBDA) & Palm Beach Public School (PBPS) students Monday through Friday. The program is at full capacity. Our Spring Break Camps were again well received. Last year, we provided a camp for one of the two weeks of the PBDA spring break, and staff did not receive any comments that this created a hardship for any families. This year the camp ran at full capacity for the PBDA week; in fact, everyone on the waiting list was accommodated by an expansion of the camp. The second week of the Spring Break Camp ran at near capacity. Between the two weeks we served more campers than in years past.

Summer Camp registration for residents began on March 30 and is now open for everyone. Three age groups continue to be offered: Dolphins (age 5 (as of January 1st) – 7, Stingrays (ages 8 – 10), and Club Teen (ages 11 – 14). Our camps have been getting “younger” so the Stingray and Club Teen groups have had their ages adjusted to better accommodate this change in demographics. Several weeks are already full. Camp will start on June 15 and will run for 8 weeks.

Community Special Events

The annual Spring Celebration was held on Saturday, April 11 and again proved to be very popular. For the record, it took less than 90 seconds for all of the 4,000 eggs to be scooped up. We had our largest turn-out ever for this event with a crowd estimated at over 600. Inside the auditorium, after the egg chase, participants and parents had a great time receiving their prizes and enjoying face painting, clowns and balloon artists.

TENNIS PROGRAMS/FACILITIES

Head Tennis Professional

RFP No. 2009-12 was advertised on February 15 and 22, 2009. With guidance from Lynda Venne, Purchasing Agent, a selection committee was formed, including Jay Boodheshwar, Director of Recreation, Alan Brown, Assistant Director of Recreation, Milissa “Missy” Agnello, previous Chairperson of the Recreation Advisory Commission, and Ken Thompson, Director of Tennis for The Breakers. The inclusion of non-staff individuals on the committee proved to be very important throughout the search, as different points of view and knowledge were integrated into the process. The entire selection process was monitored, recorded and managed by Lynda Venne, Purchasing Agent. Fourteen proposals were submitted by the March 4, 2009, deadline. The selection committee met on March 9, 2009, to discuss the quality of each proposal and rated them based on a specified set of criteria, including: 1) qualifications and experience/ability of professional personnel, 2) quality of services, 3) technical approach to the scope of work, and 4) compensation package. The list was unanimously reduced to eight (8) applicants, who participated in teleconference interviews on March 12, 2009. After discussing the quality of the phone interviews and the overall proposal for each applicant, the list was unanimously reduced to five (5) applicants, who participated in personal interviews on March 31, 2009. After the conclusion of the interviews the selection committee unanimously recommended NetResults Tennis, LLC as their number one choice to provide contractual tennis services to the Town. A mutually agreeable contract has been negotiated and signed by NetResults for consideration by the Town Council. The compensation package agreed to in the contract should net the Town, based on similar gross revenues from previous years, approximately \$ 10,000 more annually than the current contract. Should the new tennis professional expand the teaching program and add new events as he has indicated, the Town could realize significantly more revenue going forward, thus further reducing the subsidy rate for the overall tennis program.

Court Usage

Overall, court usage for Seaview and Phipps combined is up just less than 1% over the previous fiscal year even though the Seaview facility did not open until the first week of November. 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, bringing down the average a bit. Revenue, however, is

up 25.37% 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 we continue to get positive comments from both new and long time users of the facility. Some small adjustments to watering levels have helped improve the playability, especially since we have had a pattern of hot days with moderate winds, which tend to dry out the courts. We have been adding an extra cycle of watering to keep the courts in top condition. This will become unnecessary as soon as we get into our summer rain patterns. The spring junior clinics are underway, with 54 participants in the current session. The Town mixed doubles tournament was held the weekend of April 18th and 19th with a record number of 24 participants involved.

Phipps Ocean Park Tennis Center

As we are entering the slower summer season, staff has adjusted the weekend operating hours. Phipps is now open Monday through Friday from 8:00 am till dusk and on Saturday and Sunday from 8:00 am till 12:30 pm. The morning mixers program continues to be very popular. The new policies regarding tracking and paying for this program have proven to be very helpful in controlling the process. A successful St. Patrick's Day mixer event was held on March 17th with over 50 participants and spectators.

League Play

We finished the season with mostly strong results. At Seaview, the A-1 teamed moved up a slot from last year and took a solid second place in their division. The A-2 team continues to struggle, but we hope for better results next year. In the PBC Senior league at Phipps the Men's Level 1 team fell to third place while the Men's level 4 and the Women's level 1 teams were champions in their divisions.

PAR 3 GOLF COURSE

Par 3 Restoration Project

The restoration project is well underway. New and relocated trees have been planted and the west side of the golf course is almost ready for grass. Irrigation pipes are being installed and the new irrigation lake is almost complete. The project is slightly ahead of schedule, which will increase the grow-in time and aid in a "healthier" golf course for the anticipated November re-opening. Drilling into the Floridan Aquifer for new water source is expected to begin May 6th. Please visit: www.golfontheocean.com for periodic updates and photos of the renovation in progress.

Play Information

Play decreased significantly during the latter part of the month as the preparation work for the restoration increased. Otherwise, March proved to be busier than expected.

	March 2008	March 2009
9 hole	1,222	1,046
18 hole	2,481	2,276

Totals	3,703	3,322
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Advertising and Promotion

Staff is in the process of finalizing contacts with local hotels, in preparation for a new corporate program to be implemented this fall, pending Town Council approval. Forty-three (43) Island and area hotels have our brochures and have agreed to partner with us. Many are working on the creation of golf packages with the Par 3, which should prove to be beneficial to our goal of capitalizing on the seasonal tourism market.

Preparations for Re-Opening

In addition to daily involvement with the construction activities, staff is in the process of identifying additional beautification projects for the existing clubhouse and maintenance building to complete prior to the golf course's re-opening. Necessary new equipment and golf service supplies are also being procured. In addition, staff is very busy finalizing new/revised operating and maintenance standards to ensure that we position ourselves for success.

TOWN DOCKS

Operations

The winter season has all but passed and the Town Docks fared quite well relative to the South Florida market. The Docks were able to reach 100% occupied in annual (78 leases) and seasonal contracts (5 leases). As reported last quarter our area competition's occupancy rates were ranging from 60 to 80%.

Transient vessel visits are still behind for the first half of the year by 62 vessels or 16%. However, for the quarter alone transient visits are ahead of the same period last year by 17 vessels or 7%. Transient revenues are behind last year \$40,545 (8%). We need to keep in mind that last year was a terrific year for transients and the "comparable bar" is high. It seems that with the price of fuel down from last year and some stabilizing of the economy on the horizon, vessels are beginning to move again. Total Town Dock revenues year to date leave \$155,000 or 5% remaining to be earned to make budgeted projections. In an effort to that, staff has purchased reasonably priced advertising announcing summer rates. Staff is optimistic that attaining projections is very possible.

Expenses will continue to be carefully monitored and reductions in overtime and other line items will ensure that net income reaches our target. Summer maintenance programs will begin this month and Dock staff hours will be reduced as business dictates.