TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

March 11, 2009 Minutes

I. **CALL TO ORDER AND ROLL CALL -** A meeting of the Town of Palm Beach Recreation Advisory Commission was held on March 11, 2009, 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, and Mr. Stuart Shulman. Alternate members in attendance were Mr. Stephen Hall and Mr. Daniel McDonnell. Mrs. Rita Taca, an alternate member, was absent from the meeting. 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 –** Mrs. Moore made the motion to approve the agenda. Seconded by Dr. Coffield, all were in favor.

IV. **APPROVAL OF THE JANUARY 14, 2009 MINUTES –** Mr. Della Giustina made the motion to approve the minutes. Seconded by Mrs. Moore, all were in favor.

V. **OLD BUSINESS**

A. **Status of Recruitment for Permanent Head Tennis Professional –** Mr. Boodheshwar stated that fourteen 14 proposals had been received and that the selection committee had chosen eight of the proposals for further review. The selection committee is comprised of Mr. Boodheshwar, Mr. Brown, Mrs. Agnello, Mrs. Lynda Venne, Purchasing Agent and Ken Mr. Thompson, who is the Director of Tennis at the Breakers. He said that the criteria for the initial selection was based on a rating system, which included qualifications, experience and abilities, the quality of services that they would bring to the town, their technical approach on how they would administer teaching services and the scope of work. He said that the committee also asked for a preliminary proposal on compensation and gave an overall rating for completeness, neatness and clarity of the proposal. Mr. Boodheshwar said that the committee would be conducting quick phone interviews with these 8 candidates to clarify some questions that arose during the evaluation process. He said that the quality of their responses will be factored into the evaluation and the goal is to invite 4 or 5 individuals to meet with the selection committee on March 31, 2009.

Mr. Boodheshwar said that after the individual is selected and contract negotiations take place, this item would be taken to the May 12, 2009, Town Council Meeting for final approval. Mr. Boodheshwar said that since the commission will not meet again until after the process has been completed, he would update them via e-mail or if they chose to, they could hold a special meeting for staff to present the results of the process.

Mr. Jamison asked if it would be possible to meet the candidates. Mr. Boodheshwar said that the interviews would be considered a public meeting and anyone could attend the meeting if they so desired. However, he said that anyone attending the meeting would do so as an observer only and would not be allowed to ask questions.

B. Par 3 Restoration Project Update - Mr. Boodheshwar said that the contract for the renovation was being finalized and was expected to be signed this week. He said that the goal was to close down the west side of the golf course first, leaving the front nine and driving range open for a couple of weeks. He said that the entire golf course would close down by the end of March/early April. Mr. Boodheshwar said that a ground breaking ceremony has been scheduled for April 3rd at 4:00 p.m. and invitations would be going out within the next week. He said that said that the Citizen's Association, thanks to Mr. McDonnell, has agreed to underwrite the expenses of the ceremony.

Mr. O'Hara asked how the fund raising was going. Mr. Boodheshwar said that the fundraising was picking up especially with the new newspaper ad campaign. Mr. Shulman asked how much money had been collected. Mr. Boodheshwar said that approximately 2.8 million dollars in private money and 2 million in Town money.

VI. NEW BUSINESS

A. FY 2008/2009 Business Plan Report – Mr. Boodheshwar gave a power point presentation highlighting some of the items within the report and then asked if the commission had any questions.

Mr. Jamison stated that the engine of the fund is the Marina and although staff does not anticipate any drastic changes, what would happen if there was an unexpected problem. Mr. Boodheshwar said that we have a reserve set aside for emergencies.

Mr. Hall stated that the report was beautifully done and congratulated the staff for their hard work.

Dr. Coffield said that he felt that since the marina is the life blood of the fund that we need to be more proactive in terms of countering what other marinas are doing to attract business. He felt that we should partner with the local businesses and hotels to possibly offer privileges and possibly transportation to their spas, restaurants and shops, making it attractive for people to want to dock their boat in Palm Beach.

B. FY 2010 Budget Development - Mr. Boodheshwar said that the development process for the FY 2010 budget has begun. He said that if any of the commissioners wanted to address a specific area or item of interest that required funding, that they should contact him within the next couple of weeks. Mr. Boodheshwar said that staff had planned to present a draft budget to the commission at their May meeting.

C. **Upcoming Commission Appointments –** Mr. Boodheshwar said that at the April Town Council meeting, appointments would be made to the commission. He said that there were three openings, 2 regular members and 1 alternate member. Mr. Boodheshwar said that sadly Ms. Agnello was completing her second term on the commission and was not eligible for reappointment. He complimented Mrs. Agnello and told her that it had been great working with her. Mr. Boodheshwar said that Mr. O'Hara was up for reappointment and had submitted an application requesting same. Mrs. Rita Taca was completing her second term as an alternate and was not eligible to be reappointed as an alternate but did have the option of requesting to be appointed to one of the regular member positions. He said that at this time Mrs. Taca had not made a decision as to whether she wanted to be reappointed

Dr. Coffield asked if anyone else had submitted applications to be on the commission. Mrs. Walkowich said that to date she had received an application from Mr. O'Hara requesting to be re-appointed, Mr. McDonnell requesting to be moved up to a regular member position and Mr. Michael Spaziani.

Mr. Boodheshwar stated that at the commission's next meeting an election of a new chairperson would be necessary.

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 – Mrs. Agnello asked for a motion to adjourn the meeting. Mrs. Moore made the motion to adjourn, seconded by Dr. Coffield, all were in favor. The meeting was adjourned at 10:00 a.m.

RECREATION ADVISORY COMMISSION
Record of Attendance 2009

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

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

RECREATION ADVISORY COMMISSION
Conflict of Interest Record 2009

Regular Members	**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. O'Hara					
Mr. Shulman					
Alternate Members					
Mr. Hall					
Mr. McDonnell					
Mrs. Taca					

LEGEND: X = Conflict of Interest