



TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

February 29, 2008 Minutes

- I. **CALL TO ORDER** - A meeting of the Town of Palm Beach Recreation Advisory Commission was held on February 29, 2008, at the Recreation Center. The meeting was called to order by Mr. Michael Spaziani, Chairman, at 9:05 a.m. Commission members in attendance were Mr. Spaziani, Mrs. Milissa Agnello, Mr. Michael Andrews, Dr. Timothy Coffield, Mrs. Danielle Hickox-Moore, Mr. Kenneth Schechet and Mr. Stuart Shulman. Alternate members in attendance were Mr. Joseph Della Giustina, Mrs. Rita Taca and Mr. Henry Jamison. 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. **APPROVAL OF THE AGENDA** – Mrs. Hickox-Moore made the motion to approve the agenda. Seconded by Mrs. Agnello, all were in favor.
- III. **APPROVAL OF THE JANUARY 9, 2007, MINUTES** – Mrs. Hickox-Moore made the motion to approve the minutes. Seconded by Mrs. Agnello all were in favor.
- IV. **COMMENTS FROM RESIDENTS**

Mr. Draco Messeric from 233 Pershing Way in West Palm Beach said that he felt more study was needed regarding the tennis court renovations to consider raising the courts with parking underneath. He had been to a recent school board meeting and they indicated that they were considering selling the old school and would be willing to help fund the project for a parking lot. He also felt that a smaller parking garage could be constructed where the current parking lot exists with two tennis courts above.

Mr. John Morris of 2860 S. Ocean Blvd, Palm Beach said that two more courts were needed badly at Phipps. He also felt that a parking garage with elevated tennis courts was a good idea and should be considered.

V. **OLD BUSINESS**

A. **Seaview Park Athletic Field Renovation**

- **Project Timeline Update** – Mr. Boodheshwar reported that the design was complete and the current cost estimate for the project was \$253,000. The project would be put out for bids within the next week with the Town Council hopefully awarding the contract at a future meeting. At that time we would need a

contingency appropriation to fund the balance of the project costs above the \$200,000 that has already been appropriated out of the capital fund.

- **Day Academy Funding Share** – Mr. Boodheshwar reported that the Day Academy was now requesting a 5 year facilities use agreement and they were still requesting that the portion of the agreement that states the “west field in it’s entirety” be removed before they would consider a cost sharing for the athletic field renovation.

After a lengthy discussion the Commission decided to postpone making any further changes to the proposed amendment to the Agreement. It was felt that before a final decision could be made they would have to wait to see what decision the Town Council made regarding the Day Academy’s west field and proposed parking lot. They hoped that the Day Academy would eventually be agreeable to pay for half the cost of the field renovation. If the Day Academy does not agree to a cost share for the field then the consensus of the Commission was to look at ways to possibly recoup the cost of field maintenance through usage fees.

B. Comprehensive Review of Town Operations Update – Mr. Boodheshwar reported that no cost saving options were selected by the Town Council except for the already planned alternate water source at the Par 3. He said that new/expanded revenue opportunities will be addressed during the budget development process.

VI. NEW BUSINESS

A. Upcoming Commission Appointments – Mr. Boodheshwar stated that due to term expirations and resignations, there would be 4 regular member positions open on the Recreation Advisory Commission. Appointments were scheduled to take place at the April 8, 2008, Town Council Meeting. Various commissioners expressed their thanks stating they had enjoyed serving on the Commission.

Mr. Boodheshwar said that there had been a change to the application process for commission appointments. Previously there was a soft deadline for submittal of applications of 35 days prior to the council meeting. There is now a firm deadline of 10 days prior to the Town Council meeting that appointments are scheduled to take place.

Mr. Boodheshwar said that with Mr. Spaziani’s departure from the Commission, elections for Chairperson will need to take place at the May 14th Commission meeting.

B. Abbreviated Meeting Minutes – Mr. Boodheshwar stated that staff had received direction from the Town Council regarding meeting minutes and that future minutes would be summaries and actions only. Mr. Boodheshwar said that if more

detail was needed on a particular item that the commission wanted to take to the Town Council he would provide that information in Council meeting back up materials.

Phipps Tennis Center – Request for More Courts – Mr. Boodheshwar stated that he had recently met with residents who expressed an interest in adding additional courts at the Phipps Tennis Center. In addition, the Citizens Association has taken an interest and has submitted an official request to the Town Council suggesting that the Town build two more courts and find the necessary funds to do so. Mr. Boodheshwar said that staff is awaiting direction, from Town Council.

Mr. Shulman made a motion to have staff investigate lighting for the Phipps Tennis Courts. Seconded by Dr. Coffield, all were in favor.

- C. Annual Commission Orientation/Re-Orientation Date** – Mr. Boodheshwar stated that historically the annual commission orientation was held in September. He suggested that due to the appointments in April that the orientation take place at the May commission meeting. He stated that there would be a review of the commission's role and responsibilities, sunshine laws and parliamentary procedures.

The consensus of the Recreation Advisory Commission was to hold the Annual Orientation/Re-Orientation at their May Meeting

- D. FY2009 Budget Development** - Mr. Boodheshwar reviewed the budget calendar with the commission stating that the staff had begun the process of putting together the FY2009 Budget. He said that if the commissioners had any suggestions regarding the budget to please contact him by the end of March. Mr. Boodheshwar stated that the proposed budget would be reviewed at the May 14, 2008, Recreation Advisory Commission Meeting.

Dr. Coffield said the he felt there should be a price differential for residents vs. non-residents at the golf course.

VII. ANY OTHER MATTERS

Mrs. Hickox-Moore asked how things were going with the golf course improvement plan and subsequent fundraising. Mr. Boodheshwar said that at the February Council meeting Council approved a resolution authorizing staff to work with Mr. Raymond Floyd on the Par 3 improvements. The cost associated with his contract will be paid in full through private donations. It is his understanding that the Par 3 group will begin the process for soliciting donations and Mr. Floyd is going to be an integral part of the fundraising process.

Mr. Della Giustina asked if staff was going to advertise nationally for a head tennis pro. Mr. Boodheshwar said that staff expects to begin the process sometime in May. He said that we would most likely advertise the position with the USTA and other trade journals.

A. Staff Report - This report is attached.

VIII. ADJOURNMENT - The meeting was adjourned by Mr. Spaziani at 11:30 a.m.

**RECREATION ADVISORY COMMISSION
Record of Attendance 2008**

<u>Regular Members</u>	1/9/08	2/29/08	5/14/07	9/10/08	11/12/08
Mr. Spaziani	P	P			
Mrs. Agnello	P	P			
Mr. Andrews	U	P			
Dr. Coffield	P	P			
Ms. Moore	P	P			
Mr. Schechet	P	P			
Mr. Shulman	P	P			
<u>Alternate Members</u>					
Mr. Della-Giustina	P	P			
Mr. Jamison	P	P			
Mrs. Taca	P	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	5/14/07	9/10/08	11/12/08
Mr. Spaziani					
Mrs. Agnello					
Mr. Andrews					
Dr. Coffield					
Ms. Moore					
Mr. Schechet					
Mr. Shulman					
<u>Alternate Members</u>					
Mr. Della-Giustina					
Mr. Jamison					
Mrs. Taca					

LEGEND: X = Conflict of Interest

**STAFF REPORT**
February 29, 2008**ADMINISTRATION****Comprehensive Review of Town Operations**

At the January 15, 2008, CRTO workshop, staff presented the Recreation Department's section of the comprehensive report. Options of cost saving and revenue generating measures were reviewed for all areas of the Recreation Enterprise Fund, including Administration, Recreation Center, Tennis Facilities, Golf Course, and the Marina. The Town Council decided not to pursue any of the cost saving measures outlined, with the exception of seeking an alternative water source as a part of the proposed golf course restoration project. Council will also give consideration to some of the new revenue generating options during the FY2009 budget development process.

RECREATION CENTER**Youth Programs**

The Winter Session began Monday, January 7, and will run 9 weeks, continuing a mix of enrichment, pre-school, and youth athletics programs. Again, more than 20 programs have been offered, with registration strong and drop-ins steady.

Recreational soccer, which started in November, finished a very successful season. The program was modified from last year to better meet the needs of the kids participating. Four (4) divisions from Kindergarten through 7th grade were offered, with the oldest division now 5th – 7th grade. This reflected earlier planning of our ongoing efforts to enhance and improve the experiences for participants and parents/spectators. We continued the Code of Conduct for Parents, in part because of responses from Customer Satisfaction Surveys from last year's Soccer program. The Customer Satisfaction Surveys we received this year were extremely positive, further indicating the modifications were welcomed.

Start Smart Basketball, a program of the National Alliance for Youth Sports was offered for the first time, and is full. The children, aged 3-5, learn about organized basketball in a fun, 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. Up next for Start Smart is the T-ball program beginning in March, which will conclude our first full year of this program. Also, we continue to partner with the Palm Beach Soccer Academy, offering a competitive, traveling soccer league. A U9 team (ages 9 years old and under) is in the midst of their first full season. The season, which ran through this month, offers practices and participation in local tournaments and games.

Adult Programs

The Winter Session offers 16 enrichment/fitness programs to choose from. Programs include language, fitness/toning, yoga/relaxation, dancing, visual arts and history classes. This winter also featured the continuation of a recently returned popular program, Tai Chi, with Instructor David Waschko, expanding to two times per week, and a new instructor for an established program, Painting/Drawing, with Wilson Williams. A mini-session of Italian I & II began in mid-February with new instructor Mr. Giulio Panzano.

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, as it was last school year. Spring Break Camp registration is underway. Week 1 will be March 24 – 28, provided for the Palm Beach Day Academy students, with Week 2 being April 7 – 11 provided for Palm Beach Public students. For a variety of reasons, including financial, planning, and lack of interest, we are providing camp for one of the two weeks of the PBDA Spring Break.

Community Special Events

Daddy Daughter Date Night, held at Testa's for the first time, was again very successful. The kids and their fathers or grandfathers had a great time! We have heard from many of the participants what a special experience it was for them.

The Spring Celebration will be held on Saturday, March 22nd, please note the start time of 10:00 a.m. (if you plan to attend, this time is important, as over 4,000 eggs will be scooped up by about 10:04 a.m.). There will be 4 age groups from age 2 – 11.

Mommy and Me Tea, for mothers, grandmothers and their boys, girls, and grandchildren, will be held on Saturday, May 10th. Registration is required by May 5th.

Upcoming Spring Session

The Spring Session begins on Monday, March 24th, with registration already underway. Most Spring Session classes will run 9 weeks, and we are scheduled to again offer 20+ youth classes, and 15 adult programs.

TENNIS PROGRAMS/FACILITIES

Court Usage

FY 08 overall court usage for Seaview and Phipps combined is down 17.94 % over the previous fiscal year, but revenue up 16.40%. This is most likely representative of less daily play by annual pass holders without a decrease in the amount of passes purchased. Annual pass revenue is actually up over the annual estimate due to the fee increase this year.

Seaview Park Tennis Center

The courts at Seaview are in excellent shape in spite of the continuing drought situation. Some repair was necessary in early February due to a heavy rain event.

The winter junior clinics are in full swing with 88 participants, a small increase over the fall session with the advanced match play session being canceled due to low enrollment. A Parent/Child event was held at the Seaview facility on January 26th, with 27 participants involved.

Phipps Ocean Park Tennis Center

The morning mixers program continues to increase. Adjustments to the program were put in place in early February to address the problem of long waiting lists. The program times have been changed to begin at 7:30 and allow for three time slots rather than the existing two. This has greatly reduced the waiting list, thus accommodating more players per week. In addition, the reserved pro court has been freed up until after 10:30 am to allow for an extra court for walk in players who do not wish to participate in the mixers program.

A very successful Citizen's Association special event was held on February 8th at the Phipps Facility. There were over 80 participants and spectators. Hot dogs were served hot off the new grill recently donated by the Citizen's Association.

The Town Doubles tournament was held the weekend of January 19th and 20th at the Phipps facility. There were a total of 60 participants including spectators.

League Play

In the fall/winter season we are hosting (2) Ladies League Teams at Seaview. The A-1 and A-2 teams are currently in midseason and in the middle and lower section of their respective divisions. We are also hosting two women's senior teams at Phipps.

Maintenance

We had one short heavy rainfall event requiring material replacement at the Seaview facility. Staff was able to rapidly repair the courts and return them to prime condition with minimal down time to the customers. The courts at Seaview continue to dry out rapidly due to the drought and lack of rainy days. This is necessitating occasional rotation of shutdown of courts to allow for extended watering times. We are looking forward to the completion of the Seaview renovation from a maintenance stand point, as the courts at Phipps were able to withstand the rainfall with no down time and do not require this extra maintenance.

The maintenance building is finally complete. The only remaining issue is the installation of shelving to facilitate storage. This will be handled by Town staff.

Seaview Tennis Center Renovation

Final revisions to the construction plans are complete and will be out for bids soon. Construction is expected to begin in late April or early May 2008, with an estimated six months for completion. Alternative play sites will be established in advance of construction, to provide tennis players additional facility options along with the Phipps facility.

PAR 3 GOLF COURSE

Play Information

The 10.5% decline in rounds played in this current year compared to last year can be attributed to an overall decline in the economy and slowdown in regional tourism. Even so, this decline is less than the 20 - 25% drop-off in business experienced by other local courses.

	Dec 06	Dec 07	Jan 07	Jan 08
9 Holes	736	857	1,058	897
18 Holes	<u>1662</u>	<u>1707</u>	<u>2,492</u>	<u>1,862</u>
Total	2,398	2,564	3,550	2,759

Master Plan

Town resident Raymond Floyd, founder of Raymond Floyd Design, has submitted a proposal, which includes a donation of \$700,000 in fees for his personal design services, construction site visits, and fundraising efforts for the Par 3 restoration project. In addition, his proposal includes significantly reduced fees for professional golf course design services by his lead design partner, including; (1) design programming (50% discount), (2) conceptual planning (50% discount), (3) plans production (50% discount), (4) design implementation (20% discount), and (5) additional project expenses (10%), totalling \$221,000, which otherwise could have cost the Town over \$330,000 in expenses.

A donated reimbursement of \$221,000 has been pledged by the Par 3 Group to completely offset the design services outlined in the Raymond Floyd Design proposal. Town Council will give final consideration of this proposal at the February 26, 2008 special meeting.

Miscellaneous

The Par 3 hosted two outings in February; the Super Bowl outing and the Executive Women's Golf outing. The Super Bowl outing had 54 golfers and the EWL outing had 72 players. Both groups expressed their appreciation for the course conditions and service they received. Future outings have been booked by Healthy Mothers/Healthy Babies, The Sailfish Club, and the Citizens Association of Palm Beach. Wednesday and Saturday clinics have been very popular and are providing a vehicle for increased play as beginners and intermediate students graduate to playing abilities.

TOWN DOCKS

Operations

The holidays have passed and the high season is here. The Town Docks is 100% leased. Transient numbers have improved dramatically since our last report. Through January 31, The Docks are just 8% behind last year and the remainder of the season looks promising. Our transient vessel visits remain 17 behind last year, but we have had many large boats staying for extended periods.

The annual owner/captain meeting took place on January 30. Lunch was served in the Lake Drive Park and participation increased from last year. Eighteen (18) vessels were represented this year and only three (3) were represented last year, so the new approach has been deemed a success.

Lake Drive Master Plan

On February 11, the Town Council reversed its position on the Peruvian Dock extension and canceled the project. The new oil collection site is very close to completion. Minor park improvement items remaining are awnings to cover the collection site, a chain link gate and a small concrete slab. These all should be complete by the end of February. New taller hedge material has been added near the site which will screen the dumpsters from the street. The demolition of the Brazilian Dock oil collection site, old hedge material and storage locker will also occur soon. A screened fence will be installed to hide the dumpster and recycle bins. The parking kiosks that will replace the meters are scheduled to be installed sometime this spring.

- End of Report -