



TOWN OF PALM BEACH

Recreation Department

RECREATION ADVISORY COMMISSION MEETING

January 14, 2009 Minutes

- I. **CALL TO ORDER AND ROLL CALL** - A meeting of the Town of Palm Beach Recreation Advisory Commission was held on January 14, 2009, at the Recreation Center. The meeting was called to order by Mrs. Milissa Agnello, Chairman, at 9:15 a.m. Commission members in attendance were Mrs. Milissa Agnello, Dr. Timothy Coffield, Mr. Joseph Della Giustina, Mrs. Danielle Moore, and Mr. Stuart Shulman. Alternate members in attendance were Mr. Stephen Hall, Mr. Daniel McDonnell and Mrs. Rita Taca. Regular members absent from the meeting were Mr. Henry Jamison and Mr. Timothy O'Hara. 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 Mr. Della Giustina, all were in favor.
- IV. **APPROVAL OF THE NOVEMBER 19, 2008, MINUTES** – Mr. Della Giustina made the motion to approve the minutes. Seconded by Mrs. Moore, all were in favor.
- V. **OLD BUSINESS**
 - A. **Par 3 Restoration Project** – Mr. Boodheshwar gave an abbreviated version of the presentation that he gave to the Town Council on January 13, 2009. He reviewed the progress of the project including design, permitting, fundraising and the schedule for construction. Mr. Boodheshwar said that an official ground breaking ceremony was tentatively scheduled for April 3, 2009 at 4:00 p.m. He told the commissioners that he would give them more information as it gets closer to the date.

Mr. Shulman asked what the plans were for the club house. Mr. Boodheshwar said that the goal all along, has been to take advantage of the ocean view with a two story building and to have a food and beverage operation run by an outside vendor. Mr. Shulman felt that most of the people who were going to be using this club house were non residents. Mr. Boodheshwar said that part of renovating the golf course included establishing a new way of doing business. He said that staff was going through a process of writing new and reviewing existing policies for operational and maintenance standards; to make sure they fit this new first class facility. Part of the operational plan is to put the emphasis back on the community. Mr. Boodheshwar said that at one point in time, the golf course was very resident focused and over time things changed. He said that staff sees this as a moment in time to take the opportunity to re-engage the community and keep them interested in the golf course. He said that there would be discount rates and

priority tee times for residents and our focus is to be resident friendly. He said that staff wants to create an environment where people feel proud that this is their golf course and hopefully they will want to play more.

Mr. McDonnell said that part of the change could also be marketing to corporate events and because it will be a Raymond Floyd signature course, you will get more individual awareness.

Mrs. Agnello thanked staff for the update and reiterated the commission's support for the project.

VI. NEW BUSINESS - None

VII. ANY OTHER MATTERS

- A. Staff Report** – *(The report is attached)* Staff members reviewed the report for the commission, highlighting a few items. Mr. Boodheshwar asked the commission if they had any questions regarding the report.

Mrs. Agnello asked if there could be a trash can for recycling in the seating area of the tennis courts and also could staff investigate hooks for holding tennis bags that could be installed in the seating areas between courts. Mr. Boodheshwar said that staff would look into the requests.

Dr. Coffield said that he was unclear what qualities we were looking for in a pro and how this would be reflected in the RFP. He asked if we were looking for a strong tennis pro or a strong administrator. Mr. Boodheshwar said that we are looking for a strong tennis pro that has a management background relative to managing the teaching program. He said that we are not looking for a manager of the tennis facilities but someone who can come in, identify what our voids are and build programs that are community specific. Mrs. Agnello asked if staff could please e-mail the RFP to the commission.

Mr. Boodheshwar said that over the past few months there have been some concerns with the Town Docks and vacancies. He said that the industry as a whole has seen a significant down turn. Mr. Boodheshwar said that he had received information recently regarding the mega yacht market that stated that individuals were walking away from significant deposits on boats that they were having built. In addition other local marinas that cater to these mega yachts were 20% - 40% vacant. He said that as of today the Town Docks had only 1 slip left to fill. Mr. Boodheshwar said that through hard work by Dockmaster Jon Luscomb and some administrative changes to policies and procedures, the Town was able to be more flexible, benefiting not only customers but also the Town

VIII. ADJOURNMENT – The meeting was adjourned by Mrs. Agnello at 10:00 a.m.

RECREATION ADVISORY COMMISSION
Record of Attendance 2008

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

LEGEND: X = Conflict of Interest

Town of Palm Beach



Recreation Department

STAFF REPORT

March 11, 2009

RECREATION CENTER

Seaview Park Field Improvements

As previously reported, the project is essentially complete, with some corrective action being taken by the contractor. There are low-lying areas which allow water to collect. Over the next few months the contractor will be periodically top-dressing specific areas in an effort to build up those areas without impacting the turf growth. So far, there have been 2 top-dressings done by the contractor. Also, the watering schedule has been increased on the field from 2 to 3 times a week, at least temporarily, because of the lack of rain.

Youth Programs

The Winter Session began on Monday, January 5th, ran 9 weeks, and offered a mix of enrichment, pre-school, and youth athletics programs. Start Smart pre-school sports, a program of the National Alliance for Youth Sports, continues to have moderate success. The children, who were aged 3-5, learned about organized basketball in a fun, non-threatening environment with our facilitators and/or their guardian. Registration for the new golf element was slow, and the inaugural session was delayed until the spring. Also up for spring is the Start Smart baseball element.

Adult Programs

The Winter Session began on Monday, January 5, and offered 15 enrichment/fitness programs. New to the line-up was 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.

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. Our Spring Break Camp registration began in February for the two weeks of camp. Week 1 (which is full) will be March 23 – 27 for the Palm Beach Day Academy and week 2 will be March 30 – April 3 for the Palm Beach Public School students.

Community Special Events

The new Winter Family Fest took place on Friday, January 23, 2009, on the field. It was a wonderful debut for this event. It was well attended and offered opportunities to play carnival games, go on rides, have snacks, and in general, enjoy the evening. As we had hoped, the participants were multi-generational.

The Spring Celebration will be held on Saturday, April 11. If you plan to attend please be there before the 10:00 a.m. start time - over 4,000 eggs will be scooped up by about 10:02 a.m.! In addition to the egg hunt, there will be prizes, face painting and balloon artists. The event features 4 age groups from age 2 – 11.

Upcoming Spring Session

The Spring Session begins on Monday, March 23rd, with registration now ongoing. Most Spring Session classes will run 9 weeks, and we are scheduled to offer 19 youth classes, and 14 adult programs. Unfortunately, the popular pre-school program Gymboree will not be held this spring. Due to illness, the owner has to sell the franchise. It is anticipated everything will be set for the Fall Session. On a positive note, our new youth athletics program, Small Sided Soccer Camp, will be instructed by Gary Walker's Palm Beach Soccer Academy (PBSA). Mr. Walker and PBSA are who the Recreation Department partnered with for the traveling soccer program.

TENNIS PROGRAMS/FACILITIES

RFP Process for Permanent Head Professional

The RFP was advertised in February with a due date of March 4th, 2009 for proposals. The proposals will be reviewed on March 9, 2009, by a committee consisting of Lynda Venne, Purchasing Agent, Jay Boodheshwar, Alan Brown, Missy Agnello, and Ken Thompson, Tennis Director at the Breakers. The proposals will be ranked following a prescribed set of criterion and the top candidates will be invited for personal and/or phone interviews. After the top candidate is selected, a contract will be proposed to the Town Council for final approval. We hope to have the process finalized by no later than May 2009.

Court Usage

Through the end of Feb. 2009, overall court usage for Seaview and Phipps combined is up 5.62 % 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 bringing down the average a bit, but still remaining overall stronger than last year. Revenue through the end of February is up 19.72% 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 breaking in well. Some small adjustments to watering levels have helped improve the playability, especially on foggy mornings as the courts were staying a little damp. The winter junior clinics are in full swing on the new 5 week session format, with 60 participants in the current session. A Parent/Child event was held on January 10th with 14 participants involved. The Junior Singles tournament held in January had 15 participants. The numbers overall for youth tennis participation are down significantly from the previous year. The Men's and Women's Doubles tournament was held the weekend of January 17th and 18th with 18 participants involved. On a related note, the Palm Beach Tennis Association has recently committed to a donation of \$2,400 to be used to enhance not only the youth programs but the tournaments and mixers as well.

Phipps Ocean Park Tennis Center

The morning mixers program continues to be very popular. As we are in the full season we have switched to a three session format starting at 7:30 am to accommodate the large numbers of

participants. New policies have been instituted to better track and simplify the payment process for participants in this program as it can be very busy when all 16 players are attempting to pay at the same time. A successful Citizen's Association event was held in February with over 50 participants and spectators. Everyone enjoyed themselves and the hot dogs off the donated grill were a big hit.

League Play

In the fall/winter season we are hosting (2) Ladies league teams at Seaview. The A-1 and A-2 teams are in midseason. The A-1 team is currently in second place in their division. We are hosting three teams in the PBC Senior Tennis League at Phipps this year. The Men's Level 1 team is in 3rd position and the Level 4 team is in 1st position in their divisions. The Women's Level 1 team is in 1st position in their division.

PAR 3 GOLF COURSE

Par 3 Restoration Project

The project is moving ahead with construction scheduled to begin in March. The west side of the golf course will close first, with the east side and driving range to follow thereafter. During construction staff will clean and complete minor repairs to the buildings in anticipation of the re-opening later this year.

The "I Chipped In" donation program to date has received \$5,400 from 54 donors. Staff spent roughly \$800 for the bag tags, so we are well ahead at this point. Response has been positive, as people seem to appreciate the opportunity to be a part of this renovation.

Play Information

	Jan 08	Jan 09	Feb 08	Feb 09
9 holes	843	973	1,252	873
18 holes	1,916	1,909	2,487	2,195
Totals	2,759	2,882	3,739	3,168

The weather in February was a bit cooler than normal and the continuing economic news has had a depressing effect on play.

Advertising and Promotion

Staff is in the process of contacting local hotels and businesses, building relationships that will benefit the golf course as well as hotel guests and visitors. A lot of excitement has been generated about the renovation and staff expects to capitalize on the work that is being done now, in preparation for the re-opening in November. So far, more than 50 hotels have been contacted. Because of the economic down turn most are scrambling for customers and they are eager to be able to offer their guests information about the Par 3.

Golf Outings

In January and February, five special golf outings were hosted by the Par 3, including the following:

- PGA of America Administrative Outing - 20 players
- Private Wedding Party - 40 players

- Annual Super Bowl Tournament - 40 players
- Executive Women's Golf Annual Pink Ball Tournament - 60 players
- Citizens Association of Palm Beach - 76 players (Raymond Floyd attended and met with many of the residents.)

TOWN DOCKS

Operations

The continued economic downturn is more apparent now at the Town Docks than last quarter's report. The good news is annual and seasonal occupancy is now at 99%, but the bad news is annual leases have dropped to 77 from last year's 81. Seasonal leases have increased to five (5) this year compared to two (2) last year. The waiting lists have shortened and requests for seasonal slips for next year are increasing. We are still searching for a prospect to fill our last slip (130'), but with the number of available slips in the area being offered at deeply discounted rates, it will be difficult to fill.

On three occasions in three consecutive months, staff toured all area marinas from Jupiter to Palm Beach counting empty slips. The difference observed and reported from area marina managers from 2008 to 2009 is extreme. No area marinas are full. Vacancies range from 20% to 60%. It is clear the number of vessels that have traveled to Florida this season is substantially behind past years and in response to a shrinking market, area marinas are cutting rates to draw in business.

It was reported last quarter that the number of transient vessels was down 13% from last year. With five full months of data, we are still behind; transient vessel visits have increased slightly bringing the year to date total to 8% below last year. For the first two (2) months of this quarter revenues are 22% below the same period last year, while the number of visiting vessels is almost flat. This turn reflects visitor frequency is not too far behind last year, but the duration of the visit is much shorter.

Miscellaneous

The Brazilian Dock parking lot lighting project is complete and it is a very nice improvement. There is now more continuity in Lake Drive Park and the Town Docks. The retractable awning is now complete and is also a success. Everyday, someone is sitting under it enjoying the Park and the Town Docks. The new office furniture has been purchased and installed. The lower Dock office has been painted and all of it looks excellent. The mail area is neater and far more customer friendly

The annual owner/captain meeting, held in January, was once again a success. This year invitations were sent out, a tent with seating was provided and food was brought in from TooJays. Everyone seemed to enjoy themselves.