

**GREATER BOCA RATON BEACH & PARK DISTRICT**  
**MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**SUGAR SAND PARK - 300 SOUTH MILITARY TRAIL, BOCA RATON**  
**July 18, 2016**

The MEETING was called to order by CHAIRMAN Robert K. Rollins, Jr. at approximately 5:15 p.m.

**COMMISSIONERS PRESENT:** Steven M. Engel  
Dennis R. Frisch  
Robert K. Rollins, Jr.  
Earl L. Starkoff  
Susan Vogelgesang

**CHANGES TO AGENDA:** None

**PUBLIC REQUESTS:**

Robert DuKate

5351 NW 3<sup>rd</sup> Terrace, Boca Raton

At the July 11<sup>th</sup> Board meeting, the question arose of how much it costs to run a 27-hole championship golf course. In response to that question, Mr. DuKate provided a profit and loss statement over a five-year period from Palm Beach County on the cost of operating and maintaining the 27-hole Osprey Point Golf Course on Glades Road in Boca Raton. The P&L statement indicates that Osprey Point is a profitable facility, generating profits in fiscal years 2011 through 2015. Fiscal year 2016 year-to-date indicates a profit of over one million dollars. In his opinion, if the Ocean Breeze Golf Course was renovated using paspalum grass, similar significant profits could be generated. He noted that a market analysis was done by the National Golf Foundation before Osprey Point was constructed, and the cash flow results projected at that time are consistent with those figures reported in the current cash flow analysis.

Commissioner Engel requested similar financial data for the same five-year period for the City's Municipal Golf Course.

**APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS:**

The minutes of July 11, 2016 were amended as follows:

*Page one; Under Public Requests:*

- The name of speaker Jose Rivera was changed to Jose Berrera.

*Page three; paragraph four:*

Comments attributed to Commissioner Engel should read "He feels that the District City should get away from the "use it or lose it" mentality of budgeting from year to year, and go to the mentality of this is what we expect to expend and only that amount."

*Page five; first paragraph:*

Park at Placido should be changed to Parque at Placido.

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Vogelgesang to approve the minutes of the regular meeting of July 11, 2016 as amended.

**MOTION UNANIMOUSLY APPROVED**

**REGULAR BUSINESS:**

**1. Approval of Sugar Sand Park Science Playground Phase II**

Mr. Koski, Interim Executive Director and Ms. Briann Harms, Assistant Director met with Mr. Clifford Moore of NuJak Construction to discuss the status of the project and moving on to Phase II. It was agreed by all parties that the project could be expedited by evaluating a proposed change order that would encompass all of the remaining scope of work for the project. Mr. Moore will have the figures available on July 20. This item was deferred until the July 25<sup>th</sup> meeting.

**2. Approval of NuJak Pay Application No. 5**

Mr. Koski presented NuJak Construction Pay Application No. 5 in the amount of \$93,787.92 for work completed to-date at the Sugar Sand Park Science Playground. He recommends approval.

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Starkoff to approve NuJak Construction Pay Application No. 5 in the amount of \$93,787.92.

**MOTION UNANIMOUSLY APPROVED**

**3. Discuss Proposed City Operation & Maintenance Budget for Fiscal Year 2016-2017**

Mr. Koski advised that Mr. Mickey Gomez, City of Boca Raton Recreation Services Director will not be in attendance today, but will be present at the July 25<sup>th</sup> Board meeting. Mr. Koski suggested that revenue items should be discussed before expense items. He noted that the main source of income for the District is ad valorem taxes. The ad valorem tax is predicated on the millage rate that the District adopts. Keeping the same tax rate as the current year is, in essence, a tax increase. Adopting the rolled back rate will not be a tax increase. The rolled back rate would generate the same amount of money given to the District as last year, with the exception of new construction that was not on the tax rolls last year. Once the dollar amount is known, the District can work backwards and develop its budget based on what the anticipated revenue will be.

**MOTION** was made by Commissioner Starkoff and seconded by Commissioner Engel to adopt a preliminary rolled back rate for Fiscal Year 2016-2017.

*Discussion:*

Mr. Koski advised that the millage rate would be 0.9147.

Commissioner Frisch stated that based upon previous discussions, adopting the rolled back rate is a prudent decision; it is sound planning. The Board will have to determine how next year's expenses go with the new O&M when it is finalized, and determine the ability to have sinking funds available and other potential funding sources.

<b><i>Roll Call Vote:</i></b>	Commissioner Frisch	Yes
	Commissioner Starkoff	Yes
	Commissioner Engel	Yes
	Commissioner Vogelgesang	Yes
	Commissioner Rollins	Yes

**MOTION PASSES UNANIMOUSLY**

Mr. Koski will transmit the millage information to the Palm Beach County Property Appraiser.

Mr. Koski reviewed the analysis he prepared of the amounts the City is requesting for the operation and maintenance of District parks in the 2016/2017 Budget. The City is requesting \$1.1 million higher than what was spent for operation and maintenance in last year's budget. An additional expense of \$70,000 for beach renourishment was not included in last year's budget, but has been included in the 2016/2017 budget request. Excluding Capital Improvement requests, the City is requesting \$1.4 million more in the budget request than the actual expenditures for the year. They are requesting \$1 million more in next year's budget compared to this year's budget, and that excludes the \$2.5 million request in capital improvements. He suggested that the Board direct staff, along with Mr. Timberlake, to provide a proposal so that the expenses and the reserves balance out against what the District's anticipated revenues will be.

Commissioner Starkoff suggested the following: 1) instruct staff to furnish the estimated amount of revenues 2) deduct from that amount the expenses that the District is obligated to pay to the CRA, and the amount required for administrative expenses, and then, 3) address operation and maintenance and capital improvements. Maintenance dollars should be the same as last year; any dollars after that should be placed in Operating Reserves or Capital Reserves as the Board goes through the budget process.

Commissioner Rollins noted that Jim Miller, President of the Friends of Gumbo Limbo, has expressed an interest in providing some financial support for some of the budget items.

**First Public Hearing Date:**

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Frisch to set the First Public Hearing on the 2016/2017 Budget for Friday, September 2<sup>nd</sup> at 6:00 p.m. at the Sugar Sand Park Community Center.

**MOTION UNANIMOUSLY APPROVED**

**APPROVAL OF INVOICES:**

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Vogelgesang to approve the invoices as presented totaling \$2,026,153.33.

**MOTION UNANIMOUSLY APPROVED**

**REPORTS AND DISCUSSION ITEMS:**

**Executive Director**

*Swim & Racquet Center*

Mr. Mummaw, the architect of record is scheduled to appear at the City's Planning & Zoning Board on July 27<sup>th</sup> for final approval of the subject project.

### *Patch Reef Park*

Mr. Koski will meet with Motre, the architect of record, to discuss the upcoming phasing of the redevelopment of the subject park.

### **District Counsel - None**

### **Commissioners**

#### *District Correspondence*

Chairman Rollins advised that the following letters will be sent over his signature: 1) Letter to Mayor Haynie requesting that the District be included in the City's Waterfront Plan, the District's interest in participating with the City in a potential acquisition of the Ocean Breeze Golf Course, and the City's actions regarding the Palm Beach County algae infiltration. 2) Certified letter to Boca Raton Community Redevelopment Agency Chairman Scott Singer advising that the District will hold a Public Hearing on August 22<sup>nd</sup> at 5:15 p.m. to limit the amount of the District's 2016/2017 tax increment payment to the CRA.

#### *AED Devices (Automated External Defibrillator)*

Commissioner Vogelgesang inquired about the maintenance of the AED devices at District facilities. Ms. Harms reported that the City will be replacing the pads and that they are maintained by the City.

#### *National Golf Foundation*

Commissioner Starkoff suggested that the National Golf Foundation be contacted to find out if there would be any gain in having a study done to close the revenue gap at the Red Reef Park Golf Course.

#### *Budget Process*

In an effort to build more of a consensus with the City, Commissioner Starkoff suggested that the budget process next year should include District staff on a regular basis in the CIP planning which commences in February, and that there should be regular meetings between City and District staff regarding operation & maintenance budgets.

#### *Patch Reef Park*

Commissioner Frisch inquired about the status of the roof repairs at the subject park. Ms. Harms stated that the repairs are going through the City's permit process. The contractor, CJM Construction, has been asked to provide more scope of work details.

#### *Sugar Sand Park Lighting*

Commissioner Frisch inquired about the status of the lighting fixtures at the subject park. Ms. Harms responded that an agreement has been signed with Imperial Electric; Mr. Zimmer is scheduling the installation work. The project is anticipated to be completed within 30 days.

#### *Joint Meeting with Boca Raton City Council*

Ms. Harms advised that the City Clerk, Susan Saxton, is awaiting word from the City Council regarding the District's suggested joint meeting date of October 17<sup>th</sup>.

*FAU*

Commissioner Rollins reminded the Board about extending the lease agreement on one the fields at FAU. FAU projected a number of \$650,000 for CIP which would allow the lease extension of the field for twenty-years.


**FUTURE AGENDA ITEM**

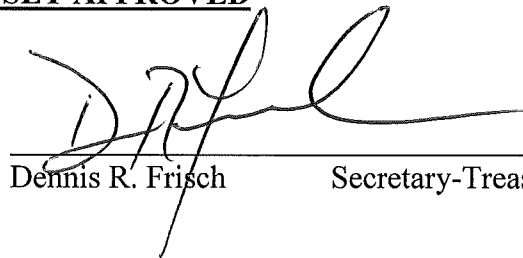
July 25 Approval of Sugar Sand Park Science Playground Phase II

**ADJOURNMENT:**

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Engel to adjourn the meeting at 6:05 p.m.

**MOTION UNANIMOUSLY APPROVED**

  
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Robert K. Rollins, Jr. Chairman

  
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Dennis R. Frisch Secretary-Treasurer