

**NON-APPROVED
MINUTES
PARKS AND RECREATION BOARD
SUGAR SAND PARK COMMUNITY CENTER
300 S. MILITARY TRAIL
BOCA RATON, FL 33432
TUESDAY, DECEMBER 3, 2013**

Dr. Dennis Frisch, Chair, called the meeting to order at 5:22PM. Roll was called.

Members Present: Dr. Dennis R. Frisch, Chairman
Dr. Trudi N. Stevens, Vice Chair
Hank Kreh
Ronald L. Betters
Peter Boylan
Joseph Good
Gordon Gilbert

Members Absent: None

Staff Present: Mickey Gomez Recreation Services Director
Buddy Parks Deputy Recreation Services Director
J.D. Varney Recreation Services Superintendent
Greg Stevens Recreation Services Superintendent
Tiffany Lucia Recreation Center Manager

Others Present: None

APPROVAL OF MINUTES:

MOTION was made by Mr. Betters, seconded by Mr. Boylan, to accept the minutes of the November 12, 2013 regular meeting as submitted. **MOTION PASSED 7-0.**

Mention was given to the other related board minutes in the packet. Dr. Frisch stated that something might have been taken out of context in the Greater Boca Raton Beach & Park District minutes. He just wanted to clarify that he is not anti-tournament. He just doesn't want it to interfere with resident patrons' ability to use facility.

PURPOSE: Regular monthly meeting.

WELCOME:

PUBLIC REQUESTS: There were no members of the public present. Mr. Gomez said that he would give an update at a future meeting regarding Ms. Burton-Jones' request for programs in Boca Raton for disabled citizens and Mr. Mathieson's concern about tournaments at the Racquet Center.

REPORTS:

1. **Staff Updates – Sugar Sand Park – T. Lucia**

Mr. Gomez introduced Ms. Lucia as the supervisor of the most diverse community center City. Ms. Lucia gave a PowerPoint presentation. She listed eight different sections from Administration, Science Explorium, Willow Theatre, Guest Services, Maintenance, Carousel,

Special Events and Marketing. She explained Sugar Sand's Vision and Mission. For the Science Explorium, she reported that they were building, refurbishing and purchasing exhibits. She further stated that they could look into renting some purchased exhibits out. There are 60 volunteers for the Science Explorium and they promote the Explorium through use of the websites, Facebook, fliers, etc. For the Willow Theatre she spoke about productions, 70 volunteers and box office staff. Tickets could be bought online but a great majority are still sold over the phone. When she spoke about Guest Services, she told about the training program for superior customer service, summer camps and birthday parties. She answered that they hire vendors for the different types of birthday parties with a 70/30 split. She talked about maintenance and the constant cleaning of restrooms, kitchen and painting of the facility. She explained about the carousel horses, mechanics, equipment and trying to keep the carousel looking like new. They do their due diligence and pass State inspections. City employees now fix the token machines. There are way over 2,000 people for each Special Event like Shriek Week, Piles of Smiles, Arts Spark, etc. Dr. Frisch mentioned that Future Stars could be a good fit with Arts Spark. Ms. Lucia spoke about the use of social media, Sugar Sand's websites, soliciting sponsorships, etc. for Marketing. When she spoke about Administration, she stressed that every employee was required to possess the same consistency of high standards. Last fiscal year 2012/13, there were 1,800 participants at birthday parties, 121,000 rides on the carousel, 7,079 volunteer hours, 139 theatre productions with 114 ticketed events and 3,500 camp participants. She said that the total participation was 330,540 visitors and that the programs brought in over \$563,000.

At the request of the Chair, there was a five-minute pause in the meeting at 6:05PM and the recorder was not shut off. At 6:10PM the meeting convened with everyone present.

2. Department Project Updates – B. Parks

Mr. Parks reported that for the **Red Reef Park Maintenance Enclosure**, the contract was signed. They would have a pre-construction meeting and give Notice to Proceed. For **Gumbo Limbo Pumps**, Mr. Parks stated there was a progress meeting with the consultant on November 12, 2013. He explained that Staff met and defined the small punch list of items that remained for **Clay Tennis Court Resurfacing – Boca Raton Tennis Center & Racquet Center**. The contract was signed for **Gumbo Limbo – Doors, Windows & Gutters**. They would set up a pre-construction meeting and would give Notice to Proceed. The project was paved for **Red Reef Park – Resurfacing Parking Lot**. The project was started and mobilized for connecting the two lakes for **Blue Lake/de Hoernle Lake Connection**. The control structure was installed on November 19, 2013. There were still some inspections before water goes out.

3. Parks & Recreation Monthly Report – J. Varney

Mr. Varney said that the Downtown Library started off on the right foot in FY 13/14 with 46,582 participants during October. He also noted that the Recreation Services Department's total participation during October of 2013 was over 400,000, for the first time. He said that tennis permit sales hit a low during October of 2011, but has moved steadily upward since then. Mr. Varney announced that starting in December, there will be dog beach participation and permit sales figures. Mr. Gomez said the Grand Opening should be December 13th. He said the City Council needs to approve the user fees next week.

NEW BUSINESS:

1. Election of New Officers – M. Gomez

The floor was opened for nominations. Mr. Boylan nominated Dr. Stevens for Chair and Mr. Betters for Vice-Chair. There being no further nominations, nominations were closed.

MOTION was made by Mr. Boylan, and seconded by Mr. Kreh to appoint Dr. Stevens as Chair and Mr. Better as Vice-Chairman. **MOTION CARRIED 7-0.**

Dr. Trudy Stevens was elected Chair
Mr. Ron Better was elected Vice-Chairman

OLD BUSINESS:

1. 2014 Parks & Recreation Board Meeting Schedule – M. Gomez

Mr. Gomez announced that the location for the May 6, 2014 meeting was changed to Red Reef Park Pavilion. Without objection, the Board accepted the dates and the locations of these meetings.

STAFF COMMENTS:

1. Director's Report

Mr. Gomez spoke about the dog beach. The location to be recommended to City Council was from the north tunnel in Spanish River Park (Tower 18) to Spanish River Boulevard (Tower 20). It would be about 300 yards long. The proposed permit fees are: \$30 for residents, \$165 for non-residents, \$10 for a weekend and \$5 for a lost permit. The owner would have to carry the permit at all times. The grand opening was scheduled for December 13th and the hours of operation would depend on the time of year. Mr. Gomez read into the record the rules the dog owner had to follow. He reminded the Board that this was a pilot program. It would continue only if it worked well. He answered that this area was chosen because it had the fewest turtle nests. It would be called Bark Beach. There was a suggestion to fly a dog flag on that area of the beach during the time of operation.

Mr. Gomez said that the Youth Sports Associations - Ad Hoc Board would be held on January 9, 2014 at the Community Center Annex at 7:00PM.

Mr. Boylan asked about the Wildflower property and Mr. Gomez said that the City Council would speak at the January 2014 meeting with the owners of Houstons.

2. Various Letters of Commendation
Self-explanatory.

BOARD MEMBER INTEREST INITIATIVES & COMMENTS:

Mr. Boylan wanted to thank the City for the beautiful decorations at Mizner Park.

Mr. Gilbert wanted to thank Dr. Stevens for the meeting's set-up.

Mr. Better inquired about the extra fields at DeHoernle and Dr. Frisch reported they were still working on contracts.

Dr. Frisch spoke about the Boca Del Mar Improvement Association wanting to convert a golf course to a passive park. Mr. Good said this has been talked about a very long time.

Mr. Good inquired about a car with an out-of-state license plate with a beach sticker. Mr. Varney said that if you write down the permit number and the license number they would check out the possibility of a sticker being used from one car to another or someone buying a beach permit for someone living outside of the City.

Dr. Frisch expressed his thanks for being elected Chairman last year and said he enjoyed that role on the Board.

ACTIVITIES:

2013 Holiday Events

43rd Annual Holiday Street Parade – Wednesday, December 4th – 7:30PM

37th Annual Holiday Boat Parade – Saturday, December 7th – 6:30PM

2014 Parks and Recreation Board Tour – Saturday, February 8, 2014 (8:00AM to 12:00PM)

NEXT MEETINGS:

January 7, 2014 – Community Center Annex

February 4, 2014 – Patch Reef Park/James A. Rutherford Community Center

ADJOURNMENT:

MOTION was made by Mr. Boylan, seconded by Mr. Gilbert, to adjourn the meeting at 6:50PM. **MOTION CARRIED 7-0.**

Arlene Moskowitz, Recorder