

# **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

April 1, 2019

The MEETING was called to order by CHAIRMAN Susan Vogelgesang at 5:15 p.m.

## **COMMISSIONERS PRESENT:**

Craig F. Ehrnst  
Steven M. Engel  
Robert K. Rollins, Jr.  
Susan Vogelgesang  
Erin A. Wright

**CHANGES TO AGENDA:** Item #1 Boca National Landscape Design Feedback was moved to item #4.

## **PUBLIC REQUESTS:**

*Mr. Harold Chaffee*, President of Keep Golf in Boca, was concerned that the condominium association's name "Boca Teeca" was not included the conceptual design for the entrance to Boca National. Mr. Chaffee sent out a Face Book survey to over 1500 residents and 86% agreed that "Boca Teeca" should be mentioned in the entranceway.

*Mr. Robert DuKate* thanked Mr. Tom Fazio for his explanation of the golf course design. He encouraged the District to be more proactive and notify the residents of Boca Teeca with any information related to Boca National. He suggested developing an email list for residents and City Council.

*Mrs. Michele Peel*, representing the Friends of Gumbo Limbo, was pleased that the construction for Gumbo Limbo was part of the Districts list of capital projects that were discussed at the May 4<sup>th</sup> meeting. Ms. Peel notified the Commission that she provided Ms. Harms with some options pertaining to ADA accessibility at Gumbo Limbo boardwalk and tower that might be worth investigating.

*Mr. Tom Thayer* extended an invitation to the Federation of Boca Raton Homeowner's Association meeting on April 2, 2019 at 8:30 a.m. at the Boca Raton Community Center.

## **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETINGS**

**MOTION** was made by Commissioner Rollins and seconded by Commissioner Engel to approve the minutes of the regular meeting held on March 18, 2019.

Commissioner Wright read the minutes and voted although the record indicated that she was not physically present at the March 18<sup>th</sup> meeting.

**MOTION UNANIMOUSLY APPROVED**

## **REGULAR BUSINESS:**

### **1. M.D.S. Builders -PCCO #11**

Ms. Briann Harms, Interim Executive Director, asked for approval of M.D.S. Builders, Inc. PCCO #11 for air conditioning in the fire room and a tamper switch for fire line #2 (minus line item #4 - Supervision and the additional 10% fee) that was requested by the Boca Raton Fire Department for a total of \$11,109.17

**MOTION** was made by Commissioner Engel and seconded by Commissioner Ehrnst to approve M.D.S. Builders, Inc. PCCO #11 for air conditioning in the fire room and a tamper switch for fire line #2 (minus line item #4 - Supervision and the additional 10% fee) at the Swim and Racquet Center for a total of \$11,109.17

### **MOTION UNANIMOUSLY APPROVED**

### **2. Employment Manual**

Mr. Samuel Goren, District legal counsel, advised that the revised employment manual was a legally sufficient document.

**MOTION** was made by Commissioner Engel and seconded by Commissioner Rollins to accept the revised District Employment Manual as presented.

Mr. Goren advised the Board that Employment Manuals are documents that can be changed if necessary.

### **MOTION UNANIMOUSLY APPROVED**

### **3. Prioritization of Capital Projects**

Ms. Harms asked consideration of the Board to allow herself to engage with City staff to prioritize the District's capital projects. Mr. Michael Kalvort, Recreation Services Director, welcomed the opportunity to discuss both the Districts and the City's priorities with Ms. Harms.

#### **Needs Assessment Update**

An RFP went out for a Need's Assessment survey; four (4) submittals were narrowed down to two (2) companies that were ranked #1 and #2. The Procurement Division is in the process of final negotiations with the #1 ranked company. Mr. Kalvort explained that the process, once started, will take approximately 10-11 months to complete. The following items will be derived from the process:

Full survey of the Beach and Park District and City residents will be taken;

Current facilities will be examined to see if they need to be transitioned;

A determination will be made to see if an increase or decrease in the number of sports is needed and if new up and coming sports need to be added;

Current programs will be rated to see if the citizens enjoy them and how they can be improved;

Numerous different sports will be looked at and Boca Raton will be compared to national trends

Commissioner Ehrnst would like a guide for the Districts long term planning to help determine where resources should be allocated. Mr. Kalvort will translate the needs assessment into a master plan investing in the right facilities for the future.

<p><b>MOTION</b> was made by Commissioner Rollins and seconded by Commissioner Ehrnst to have Ms. Harms engage with City staff to establish priorities regarding Capital Projects.</p>
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**MOTION UNANIMOUSLY APPROVED**

**4. Boca National -Landscape Design Feedback**

*Conceptual Entranceway Design Options*

Mrs. Carol Perez, of AGT Land Design, informed the Board that she met with representatives of the San Remo Homeowners Association (HOA) to obtain resident input regarding the conceptual entranceway design options at Boca Teeca. The San Remo HOA was not happy with the three (3) conceptual designs and requested that their name be added to the entranceway. Discussion ensued regarding the District’s obligations; maintenance agreements and naming rights.

Mr. Goren, District counsel, will review the responsibilities and rights of the District according to the maintenance agreement. The Board will review the conceptual entrance design options and this item will be added to the May 6<sup>th</sup> agenda for discussion and public input. The entranceway design options will be available on the Districts website at [mybocaparks.org](http://mybocaparks.org).

*Landscape Updates*

Ms. Perez met with Dawn Sinka, horticulturalist from Municipal Services, to discuss medians, streetscape and median irrigation. A full package including civil engineering; landscaping for sidewalks and road improvements (including the current flooding problem) will be submitted to Municipal Services for approval. An appointment with Nora Fosman, Senior Environmental Officer, will be needed for final approval.

Mr. Branthwaite advised that the D.O.T would be raising the bridge and resurfacing the area by Yamato Road and 2<sup>nd</sup> Avenue. A section of pavement on the north side will impact the Boca National property and a decision whether to close any of the current driveways will have to be made by the District.

Commissioner Ehrnst stated that one sidewalk is needed in conjunction with the overpass; significant signage from the expressway is essential for the golf course and the community and any issues that come about need to be addressed and brought before the community for discussion prior to beginning the project.

City's Response to Boca National Proposal

The City of Boca Raton responded the Boca National proposal with a 17-page questionnaire. Mr. Branthwaite and his team will prepare a written response by April 12<sup>th</sup> for the Board to review. This item will be placed on the April 15<sup>th</sup> agenda for the Commission to make any necessary changes and share the responses with the public before remitting the answers to the City.

**APPROVAL OF PAYROLL AND INVOICES:**

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Engel to approve the payroll and revised invoices as presented totaling \$49,654.58

**MOTION UNANIMOUSLY APPROVED**

**REPORTS AND DISCUSSION ITEMS:**

**Interim Executive Director**

Joint Meeting with City Council Update

Ms. Harms received a response from the City regarding the Golf Course Proposal submitted by the District. The City requested that the District provide answers to all questions prior to scheduling a workshop on Boca National. A Joint Meeting will follow the workshop and is tentatively set for April 22 or May 13<sup>th</sup>.

Spring Fest

The first annual Spring Fest is new City event featuring sustainability information, a green market, an egg hunt; photos with a bunny or mermaid, food trucks and music throughout the day. It will be held on April 6, 2019 from 10 a.m. to 3 p.m. at Spanish River Park. The City requested use of Ocean Strand for parking on this day.

**MOTION** was made by Commissioner Engel and seconded by Commissioner Rollins to approve the use of Ocean Strand for parking at Spring Fest on April 6, 2019.

**MOTION UNANIMOUSLY APPROVED**

Swim and Racquet Center Grand Opening

The Swim and Racquet Center's grand opening is tentatively scheduled for June 8<sup>th</sup>, 2019.

Boa Teeca Contingency Log

Due to various change orders and credits applied to the Boca Teeca Contingency, there is \$79,679.70 left for the demolition of the maintenance building at Boca Teeca. Additional funds for supervision and mobilization fees will be needed to demolish the building according to the District's agreement with M.D.S. Builders, Inc.

Ms. Harms inquired if the Board would prefer to retain the current company or go out for bid for a new contractor for the demolition of the maintenance building after Mr. Petrykowski has been removed. Ms. Harms also asked for clarification on how the Board would prefer contingencies be handled in the future.

Discussion ensued regarding the Assignment of Rights/lawsuit against Mr. Petrykowski; demolition of the maintenance building/RFP; inclusion of the demolition in the golf course construction bid and contingency notifications.

**MOTION** was made by Commissioner Engel and seconded by Commissioner Ehrnst to have all change orders related to M.D.S. Builders, Inc. be presented for approval by the Board of Commissioners, not by the Golf Course Architect or Project manager, prior to the work being done.

### **MOTION UNANIMOUSLY APPROVED**

#### **Golf Course Update by Mr. Koski:**

#### **Facilities Manager Update:**

Ms. Melissa Dawson provided the following updates:

#### **Red Reef Restrooms:**

Work on the Central Restroom is progressing with a projected completion date of May 7th; Notice to Proceed was given on March 25th for the North Restroom with a projected completion date of July 23<sup>rd</sup>.

#### **Patch Reef Park -Artificial Turf:**

Permit has been obtained; construction fence installed; a Public Works Pre-Construction meeting is being scheduled with the City; trees have been identified for relocation; silt fence and erosion control plan has been implemented; field striping completed (S.E. & S.W. Corner); goal post has been removed; concrete demolition started; directional drilling began on April 1; storm drainage delivered, will begin laser grading on S.E. field.

Commissioners inquired if the large amount of dirt that is being removed from the artificial turf project can be used at Boca National or if it can be sold. Ms. Dawson will investigate all options available and report back to the Commission.

#### **Patch Reef Park Tennis Courts:**

Re-surfacing of the tennis courts with fiberglass membrane will begin on April 8<sup>th</sup> and take approximately 10 weeks.

Ms. Dawson will confirm with Barbara Cytrynowicz, Tennis Supervisor at Patch Reef Park, that the public has been notified regarding the re-surfacing and the dates the work will be taking place.

GBRB&PD Minutes: April 1, 2019

Sugar Sand Park Science Playground:

Rollcoat and high-density inserts have been completed.

Sugar Sand Park Coil Replacement:

Work is tentatively scheduled April 18-19<sup>th</sup> for the coil replacement at Sugar Sand Park Community Center.

BPD Office Relocation

Relocation of the District offices are scheduled for April 17<sup>th</sup>; Comcast, moving company, I.T., phone installation and new copy machine have all been scheduled.

RFP's:

Patch Reef Park Playground Proposal - due April 12<sup>th</sup>.

Multi Shade Canopies Proposal- due April 18<sup>th</sup>

Batting Cages Proposal - due April 26<sup>th</sup>

**District Counsel**

A lawsuit will be filed against Mr. Petrykowski when the executed Assignment of Right's (which has been approved by City Council) is received back from the City. Mr. Goren will keep the Commission fully briefed on the status as it proceeds.

Mr. Goren offered the District assistance with a formal response to the City regarding their questions on the Boca National Proposal.

The District will be briefed on any pending bills that will have an impact on Special Districts when the Legislative Session ends on May 3rd.

**Commissioners:**

Commissioner Ehrnst would like to consider an update of the Patch Reef Park Community Center as part of the District capital projects.

At a recent City Council meeting Ms. Harms suggested that the District be on the City workshop agenda on a regular basis to provide updates and pertinent information. Commissioner Rollins believes the District's presence is important at the Council meetings to improve the communication between the District and City Council.

Commissioner Vogelgesang asked Ms. Harms to continue working on the ADA tower issue at Gumbo Limbo. Ms. Vogelgesang would like to see the project accomplished for the good of the community.

**FUTURE AGENDA ITEM –**

April 15-Response to the City's Letter regarding Boca National Proposal

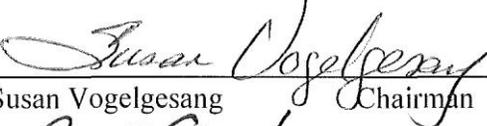
May 6 – Boca National Entrance Design

GBRB&PD Minutes: April 1, 2019

**ADJOURNMENT:**

**MOTION** was made by Commissioner Rollins and seconded by Commissioner Engel to adjourn the meeting at 6:57 p.m.

**MOTION UNANIMOUSLY APPROVED**

  
Susan Vogelgesang Chairman

  
Craig F. Ehrnst Secretary-Treasurer