

LEISURE SERVICES ADVISORY BOARD

November 9, 2016

8:30 am

CALL TO ORDER

Steve Miller called the meeting to order at 8:45 AM.

DEVOTION

John Huger

PLEDGE OF ALLEGIANCE

All

ROLL CALL

MEMBERS PRESENT

Zone 1 - Amanda Glugover
Zone 2 - Steve Miller – Chair
Zone 6 - John Huger

MEMBERS ABSENT

Zone 3 – Vacant
Zone 4 - Carol Kilian
Zone 5 - Ashley Thomas
At Large - Dwayne Murray

OTHERS PRESENT

Percy Williamson, Director Leisure Services
Betty Covington, Secretary
Helen Riger

APPROVAL OF MINUTES

No approval of minutes, tabled to the next meeting.

NEW BUSINESS

Helen Riger, Cultural Services distributed the revised fee schedule that was passed by City Commission at the last meeting. These rates are a bit lower for all community centers and parks and all rentals. Hopefully this will increase the usage of all of the facilities. Fees have been drastically reduced for practice and games on our fields. Various groups have already reached out who wish to bring little league here. There is a youth soccer has been approved and just started. As you may recall, Bill Self was a guest at one of our previous meetings. He will be running the soccer program.

Percy thanked Helen and her department as it was instrumental in orchestrating the visit of the Hillary Clinton campaign.

Mr. Huger asked if there was any resolution as it related to the alcohol permit at rentals/events at city facilities. Helen stated that if there are tickets sold for an event, then the renter would be required to use a caterer. If it is a private event, you can get a permit for serving alcohol and do your own thing as it relates to serving food. If it is fundraiser with food, you are required to

select a caterer from a list provided. The caterer will handle all the carding of those drinking alcoholic beverages and relieves the city of any liability.

The City will get for an RFP (Request for Proposal) distributed to the community for catering services. It will state the serving of alcohol with a specified percentage of food to be served. There will be a variety of menus to choose from.

Amanda asked if a team or group is having a fundraiser hosted by the parents of the team, do they have to go thru a caterer. If they are selling tickets and serving alcohol, yes. In previous years, Bethune Cookman had an event at the Peabody that served alcohol. They have since moved the event to the Ocean Center. It was supposed to be an alumni event, but it turned out to be an outside promoter from Miami who rented the venue. They carried in cases of alcohol and turned it into a bottle club. There was no control over the drinking, no carding.

Percy stated that the event Helen is referring to had no involvement with the college, it was an opportunistic promoter under the banner of the alumni. They alumni received nothing from this event. Helen stated that there a great deal of damage at the Peabody from this event. Police were called.

Amanda asked about fees further, private lessons for golf, tennis, gymnastics etc. The last discussion as it relates to fees and private lessons, they were shutting down private lessons. If they were controlled and go through the city, then it is ok. The city employee works for us, the City, and they provide the private lesson. There is not benefit to the city staff other than what we pay them. There is no more private lessons or under table lessons. If it is discovered that a city employee is holding private lessons, there will be disciplinary action up to termination.

John Huger asked about the alcohol surcharge. Is there a surcharge plus paying a caterer? Helen clarified that if it is inside a facility, no. If it is an outside event, such as New Years Eve on Main Street, you do not have to use a caterer, but there is a surcharge. Outside rentals are different from inside rentals.

With the increase in staff, we have extended our hours of operation at Midtown on Saturday 9 AM – 5 PM. The aquatics center will also be open on Sunday as well as Saturday. This past Saturday was the first time we were open on Saturday at Midtown. There were approximately 35-40 participants come in to use the gym. David Steward has started at least 6 new programs since you initially met him. I will provide that list of programs.

A copy of the Leisure Services organizational chart was distributed. Each center has been assigned a center administrator. These administrators will have the decision-making authority to make decisions on the spot. They manage the programs in their facility as well as managing their staff.

Susan Bashans is Keith's assistant and handles all the after school and summer programs. She is in the supervisory level. She handles all the DCF certifications for the entire Community Centers staff. They are in the process of scheduling a 1st Aid/CPR class for staff recertification. Amanda recommends training on how to use an epi-pen.

OLD BUSINESS

A copy of Board Responsibilities Functions Guide has been distributed by the city clerk. It has some relevance to the Leisure Services Board.

Organizational chart provided. We have hired specialty types of staff. David Steward is one of them. David has been creating programs in each facility. Once the program is up and running, he then turns it over to the staff to run the program. He has been doing an exceptional job with athletics. He has an agreement with the Housing Authority. He supervises all the programs at each facility. At Midtown, the Special Olympics meets once a week for basketball practice. They will also be using the aquatics center for practice.

We have also hired Leroy Meadows, a former BCU professor to work at YSG. He will handle all cultural activities for the department. The art show/exhibit has been turned over to him. We had a 10th opening 2 weeks ago since YSG opened.

The Schnebly Center hosted a Halloween Party for YAC, a special needs group, and there was approximately 150 people in attendance. They will continue to work on the roof at Schnebly which had pre-hurricane repairs initiated. Dickerson and YSG roofs are also in need of repairs due to hurricane damage.

All parks are open except for Tuscawilla Park. That park sustained a great deal of damage from the hurricane with tree damage. The Zoom Air will be closed for approximately 4 months. They will have to hire an arborist to check all the trees prior to opening.

John requested an update on Campbell Pool. After resurfacing the pool, it was realized that the mechanical mechanisms for the operation of the pump are old and outdated. These things were not reviewed prior to beginning the resurfacing. This was only realized after they turned the pumps on to "cure" the resurfacing of the pool. The whole project was put on hold since it was determined that there is also a parking/access problem at the pool. We hired Planning Solutions to do a park master plan for the parking, building associated with the pool and the park. The building that is adjoining the pool is now not part of the pool, but will be. It will be renovated with showers and administrative office area for lifeguards to include lockers. The fence will be removed that is now standing between the pool and the Dickerson Center. There will be a public meeting scheduled once it can be arranged with Beth Lemke. The city held a public meeting at Hope Fellowship Church where we presented to the community the park master plan for the Derbyshire. We will start at ground zero to now check all the components since nothing has been done at Campbell for 20-25 yrs. After the community meeting, we will have a better idea when we can schedule an opening date. All the work that will be done will have to be sent out to bid.

Percy received a complaint from Robert Dickerson in reference the Dickerson Center. While he was visiting the area, he noticed that the building that was named in in honor of his father did not have his father's name on the building. Percy met with him and provided him with some options. It will cost approximately \$2000 -\$3500 to put the sign up. He wishes to a part of the decision-making process.

BOARD COMMENTS

Since Amanda was absent the meeting where the City Attorney attended as guest, she requested clarification on his recommendation. Steve stated that the board was appointed by the Commission and we should do whatever we want to do as it relates to recreation in the City. The City Manager did not appoint you and cannot tell you what to do. The City Attorney told the board to read their contract and do what you are supposed to do. We do not need permission from the City Manager.

STAFF COMMENTS

None

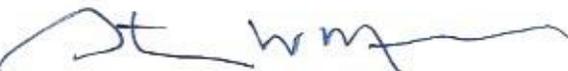
CITIZEN COMMENTS

None

ADJOURNMENT

There being no further business, motion was made by Steve Miller to adjourn. Meeting was adjourned at 9:20 AM.

Steve Miller, Chair
Leisure Services Advisory Board

Reviewed by: 
Steve Miller, Chair

Transcribed by: Betty Covington, Board Secretary