

**GREATER BOCA RATON BEACH & PARK DISTRICT**  
**MINUTES OF A REGULAR MEETING OF**  
**THE BOARD OF COMMISSIONERS**  
May 2, 2022

The MEETING took place at the Swim & Racquet Center and was also conducted virtually through the Zoom platform. The meeting was called to order by CHAIRMAN Erin Wright at 5:15 p.m.

**COMMISSIONERS PRESENT:**

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

**CHANGES TO AGENDA:**

**PUBLIC REQUESTS:**

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

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Engel to approve the minutes of the regular meeting held on April 18, 2022, at 5:15 p.m.

**Discussion:**

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**REGULAR BUSINESS:**

**1. Salary and Benefits Analysis**

Mr. Jacob Horowitz, District counsel, reviewed the market analysis of benchmark salary data that counsel prepared for the District's three employee positions the Executive Director, Facilities Manager, and Administrative Assistant. The average salary range for the three positions was given, noting that the Facilities Manager was difficult to identify a specific benchmark.

The District's Facilities Manager and Administrative Assistant's salaries were within the range provided by counsel and the Executive Director's salary was lower than the salary range given.

Discussion ensued regarding increasing the Executive Director's salary; the need to adjust the cap in the Director's current agreement; setting up a multi-year increase to bring the compensation up to the average range; researching educational objectives; having annual reviews; and the benefits that are included in Director's package.

**MOTION** was made by Commissioner Engel and seconded by Commissioner Rollins to make the annual compensation for the Executive Director for the current fiscal year, \$135,000 annually, effective immediately. The director's compensation shall be reviewed

again at the beginning of 2023 and annually each year after. The annual cap of \$150,000 shall be removed from the Director's contract.

**Discussion:**

Counsel will provide a contract amendment consistent with the direction of the Commission, subject to review.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

*Change to the Agenda: Agenda item #3 -School District Projects/Partnerships was moved up to item #2.*

**2. School District Projects/Partnerships**

The Palm Beach County School District would like to partner with the District on several projects in the future. Mr. Frank Barbieri, representing District 5, and Ms. Shawn Bernard, General Counsel for the School District of Palm Beach County were present to discuss the partnership and help structure a prototype agreement that would be mutually beneficial to the Beach & Park District and the School District.

Discussion:

*Commissioner Rollins* supports an agreement with the School District and addressed the following concerns:

- Having access to the facility without having to go through the school
- Avoiding conflict with the hours of operation and the school schedules
- Ensuring that there is a cooperation between the district and the users
- The maintenance costs of the facility should be shared between the two bodies
- Consideration of a CIP
- Having a cancelation clause included in the contract
- Assurance that if there is an expansion of a new facility that it will not disrupt the recreation portion or its schedules during construction
- Making sure maintenance of the facilities can be accommodated/asking the city to participate
- The District's obligations to Ocean Breeze and Ocean Strand
- Lighting
- Supplementing what the city has planned/No duplications with the Recreation Master plan of the City (Phase 2 of De Hoernle Park)

*Commissioner Wright* agreed with the concerns stated by Commissioner Rollins.

*Commissioner Ehrnst* reviewed what the general concepts of the agreement should include (access points, maintenance, hours) and stated that it would be subject to city review.

Commissioner Engel would like to see a template agreement that can be applied to each project. He believes that this will save time and help delineate the responsibilities and rights of both parties.

Commissioner Vogelgesang, representing both the City and District residents, inquired which schools in the District area outside of the city will be improved.

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Vogelgesang to authorize District counsel to collaborate with the School Board Counsel to develop a master agreement between the District and the Palm Beach County School Board.

**Discussion:**

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

**3. Gumbo Limbo Tower Project and ADA Parking**

Executive Director Harms Executive Director Harms requested the Board’s consideration to approve \$81,612 for renovations at Gumbo Limbo to add ADA parking to the facility. The City informed Ms. Harms that the Tower Project would be delayed for at least six months or longer and that they will continue to monitor the market conditions, although they do not look favorable.

**MOTION** was made by Commissioner Engel and seconded by Commissioner Rollins to approve the ADA parking project renovations at Gumbo Limbo for \$81,612.

**Discussion:**

Commissioners Wright and Engel believe that the ADA parking renovations should be a separate issue from the tower project and support the ADA parking project. Commissioner Engel would like to see City Staff at the District meetings for regular updates.

Commissioner Ehrnst supports ADA restrooms and ADA parking but expressed his frustration with the lack of communication and collaboration on the tower project. He believes that the tower project should be a priority and should be rebid to include value engineering. He would like to honor the commitment made to the family to have the tower built.

Commissioner Rollins supports the motion. He agrees with Commissioner Ehrnst regarding the need to rebid the tower project.

Commissioner Vogelgesang supports the motion for ADA parking. She would like to see the tower built and would like to see a more definitive explanation from city staff as to why it is not being built.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes

Commissioner Vogelgesang Yes

Commissioner Wright Yes

**MOTION UNANIMOUSLY APPROVED**

**APPROVAL OF PAYROLL AND INVOICES:**

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Engel to approve the payroll and invoices as presented, totaling \$2,131,332.01

**Discussion:**

**Roll Call Vote:**

Commissioner Ehrnst Yes

Commissioner Engel Yes

Commissioner Rollins Yes

Commissioner Vogelgesang Yes

Commissioner Wright Yes

**MOTION UNANIMOUSLY APPROVED**

**REPORTS AND DISCUSSION ITEMS:**

**Executive Director:**

**Thank You**

Director Harms extended her thanks and appreciation to the Board for their confidence in her as the Executive Director.

**Patch Reef Park**

Director Harms thanked Dwayne Daugherty and staff for their hard work removing the maintenance vehicles at Patch Reef Park.

**Grant Writer RFP**

The District received one response to the Grant Writer RFP which will be reviewed and added to the next agenda.

**Carousel RFP**

RFP responses for the Carousel RFP are due back Friday, May 6<sup>th</sup> and will be added to the next agenda.

**District Counsel:**

Mr. Horowitz reported on behalf of his law partner, Mr. Sam Goren who recently went for a bicycle ride with his wife at Patch Reef Park. He stated that Mr. & Mrs. Goren enjoyed the experience and wanted to commend the Board and the District on the park and the trails being so clean and accessible. Counsel noted that their agreement with the District expired and they will provide an amendment to their agreement for consideration at the next meeting.

**Commissioners:**

**Commissioner Ehrnst:**

**MOTION** was made by Commissioner Ehrnst and seconded by Commissioner Rollins to ask the City to rebid the Tower Project, look at alternate designs, and have it value-engineered to meet the basic requirements of being ADA accessible.

**Discussion** ensued regarding the need to re-evaluate the tower; obtaining a new design; reviewing the bid specs; the need for value engineering and rebidding the project; upholding the commitment to the donor family; having the Executive Director talk to Municipal Services about the tower project in Pinellas County; having the city staff attend District meetings; having the Chair and Executive Director meet with city staff and report back to the Board.

**The motion was withdrawn** by Commissioner Ehrnst. Chair Wright and Director Harms will schedule a meeting with city staff to discuss the tower and report back to the Board.

Commissioner Ehrnst reiterated that the city needs to be involved with the Ocean Breeze project. He reported that he walked through Sugar Sand Park to explore the opportunity of putting a disc golf course in the northwest section of the park. He suggested having a survey done to see if it can be accommodated.

Commissioner Rollins reported that he would like to have the city explore the cost of using netting to prevent soccer balls from going into the bushes or parking lots at DeHoernle Park. He believes that it would be an enhancement to the facility.

Commissioner Vogelgesang thanked the Director for sharing information about the employment opportunities at the YMCA summer camps. She reported that many of her soccer buddies are interested.

Commissioner Engel thanked Ms. Harms for all her work and said that it is a true pleasure working with her.

**FUTURE AGENDA ITEMS:**

- Ocean Strand Operational Costs
- Grant Writer Recommendation
- Carousel RFP Recommendation

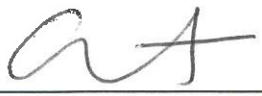
**ADJOURNMENT:**

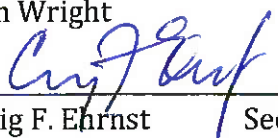
**MOTION** was made by Commissioner Engel and seconded by Commissioner Rollins to adjourn the meeting at 6:50 p.m.

**Roll Call Vote:**

Commissioner Ehrnst	Yes
Commissioner Engel	Yes
Commissioner Rollins	Yes
Commissioner Vogelgesang	Yes
Commissioner Wright	Yes

**MOTION UNANIMOUSLY APPROVED**

  
\_\_\_\_\_  
Erin Wright Chairman

  
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Craig F. Ehrnst Secretary-Treasurer