

# LEISURE SERVICES ADVISORY BOARD

February 8, 2018

9:00 am

## CALL TO ORDER

Steve Miller called the meeting to order at 9:05 AM.

## DEVOTION

John Huger

## PLEDGE OF ALLEGIANCE

All

## ROLL CALL

### MEMBERS PRESENT

Zone 1 - Amanda Glugover  
Zone 2 - Steve Miller – Chair  
Zone 3 – Russell Holloway  
Zone 4 - Carol Kilian  
Zone 5 – Mykal Tairu  
Zone 6 - John Huger  
At Large - Dwayne Murray

### MEMBERS ABSENT

## OTHERS PRESENT

Helen Riger, Director Cultural & Leisure Services  
Betty Covington, Secretary  
Keith Willis, Cultural & Leisure Services  
Joe Chirillo, Cultural & Leisure Services

## APPROVAL OF MINUTES

Amanda Glugover made a motion to approve January minutes, seconded by Mykal Tairu, and approval was unanimous.

## NEW BUSINESS

Beth Lemke, Planning Solutions Corp., grant writer for the City presented a PowerPoint on the grant writing process. The biggest challenge is money and support. It is necessary to get people on board with the same passion about a specific project, having consistent support. The “why” is what keeps people motivated. Sometimes a failure is not always a bad thing. It can lead to other grants. Ms. Lemke detailed the funding process. She works with a team and they receive anywhere from 60 – 72% of the dollar amount of the grant requested. (Example: if \$1,000,000 is requested, they could receive \$600,000 - \$720,000).

Beth works with the entire City staff. She is not just limited to working for the City Manager. It is determined what projects have priority. Sometimes the lower level priorities raise to the top because there may be an immediate funding opportunity. Depending on where the money is coming from,

whether it is state or federal money, we have to work with their budget cycle and be able to plan ahead. If the board has a compelling project, they can then present it to Helen to bring forward to Beth. Beth needs to know the priorities of the board, be specific. Parks and recreation is such a vast and ever changing field. Helen is working to get capital projects back in the budget but still needs to pursue funding. Derbyshire Park is still in need of funding. Mykal asked if our grant writer focuses beyond capital projects. Are there programming grants? There may be local sponsors that may be able to support the mission for smaller projects. John Cameron and Anthony Murphy are now working on sponsorships for the department.

As a recap, Amanda stated that the board needs to establish goals and get them to Helen. The board can then invite Beth back for a review of goals. Helen has to budget for Beth every year. Beth usually goes first with an item of interest and then the city presents what they are able to match.

Steve asked what percentage of her time she devotes to parks and recreation. Beth devotes approximately 25% of her time to Parks and Recreation. Steve asked why we cannot find money for afterschool programs as well as senior day care. Our facilities are under-utilized. The board needs to set priorities, detail the program. Who will run the program, how many people do you anticipate will attend, how will you market or advertise the program? The board needs to put together a well-thought plan to present to Helen. It then needs to get the buy in from the City Manager. Helen stated that we first need to get someone to determine what the current trends are and what we need, long range planning. How everything is stated has a great impact. Beth has a staff of 8 that help write grants.

#### **OLD BUSINESS**

Helen Riger – Joe Harris Park is almost done. The City is planning on a grand opening in March, but are now waiting on the fabrication of the pavilion. Schnebly lighting – a memo has been submitted to the City Manager. The memo states that the board has been working on this item since last summer and although there is no money in the current budget, Helen has requested that there may be funding from another source that can be committed to the lighting project. The \$7,000 has been located for the Schnebly playground equipment and Helen will hope to have it on the City Commission agenda in March as it is in excess of \$25,000. Helen is working with Community Redevelopment to get assistance to renovate Sunnyland and update the restrooms. There will be an outside restroom. Carol asked if we could request a grant to repair and update all the facilities in the City at once rather than small pieces. We could do that, but it would take a longer time to do that and the community may not want to wait that long.

Joe Chirillo – The gymnastics report from the open gym was distributed. Amanda asked how many people we retained from this event. These numbers were not available. There is also a Mom and Tots program at Midtown on Feb 21. If it works out well, then they will also initiate a similar program at YSG. There is also an aerial arts program that we are in the process of initiating. It will be held at the Schnebly gym. This is a very unique program. Last week, there were 95-106 students checked in at the gym. The gymnastics program recently attend competition. They brought home eleven 1<sup>st</sup> place ribbons, four 2<sup>nd</sup> place ribbons and four 3<sup>rd</sup> place ribbons. There is cheerleading program going on with 24 participants. They cheer during basketball, but that is now winding down. Baseball is the next upcoming sport. T-ball will be played at Derbyshire. Machine pitch and minors/majors that will be played at Bethune Point. This season has been marketed throughout the community as well as local schools. The Tortuga foundation has provided funding for our baseball league with uniforms. Pickle ball is a growing sport. It is now being played in the Midtown gym. There is an item going to the City Commission to have an outdoor pickle ball court built at the Schnebly center. There are also

plans to re-surface the City Island tennis courts. The fence also needs to be replaced, but no money is in the budget.

John requested an update on the Dickerson playground. Joe stated that there were plans to move the existing playground to Huger Park and use the existing playground for additional parking. Helen is in the process of getting an updated masterplan with a sidewalk that joins the facility to the Campbell Pool. Steve requested a checkboard be installed at Joe Harris Park. At any given time, there is 20-30 people playing checkers at Midtown. Steve asked that we invite the project manager on these projects so we can get a complete update on all projects discussed. Joe also gave an update on the Derbyshire Park.

Keith Willis –Reported on the hours of operation for all the facilities. We are starting a drop in program at Sunnyland from 2-8 pm, Monday through Friday. Ortona Elementary has grant money to pay tutors to work at Sunnyland. They will be tutoring in our facility, but paid through a grant. There are approximately 250-280 students who live in the Sunnyland area that attend Ortona. We are waiting on the results from screening on the computer instructor who will be working at Midtown. Line dancing continues with 53 attending at Dickerson and 14 paying for the session and 56 attending at Midtown with 35 paying and YSG had 23 paying. Steve mentioned that since there is a neighborhood watch program at Sunnyland, could someone attend the meeting to present to the group and market the upcoming program at Sunnyland.

Gail Anderson stated that the line dancing started as a free class. Now there is a charge. We need a grant or sponsor to pay staff to run these programs. There are a number of programs for children, but the seniors need to be active as well. Helen stated that the board needs to plan and prioritize for the budget. John Huger recommended that the board create a sub-committee to discuss the needs and create a masterplan to present to Helen. At the end of the year, the board can evaluate what has been done.

### **BOARD COMMENTS**

Dwayne Murray - None

Russell Holloway - None

Amanda Glugover – None

John Huger – Move forward with forming a sub-committee.

Mykal Tairu – Component of programming beyond sports. Know people in the music industry and would like to introduce Breyan Isaac to the board. He owns “The Thirties”, a production/publishing company. They would like to partner with the department. They are looking to serve the community.

Carol Kilian – Support of John Huger’s comment to form a sub-committee. This could be a tremendous asset.

Steve Miller - None

### **CITIZEN COMMENTS**

Hortense Geter – President of Midtown Oasis. Update on Valentine Party and Glamour Shots with Island Doctors being the sponsor. Health Fair scheduled for Feb 2.

Rosie Smith – Sr. Oasis – Does Derbyshire include a walking trail? – Yes. Joe Harris Park to include a basketball court per Joe Chirillo.

Dre Marshall – “The Thirties” is excited to be investing in the community. He has worked with well-known artists. Publishing music goes beyond teaching music. Steve wants this to work out for the department.

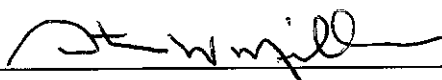
**STAFF COMMENTS**

None

**ADJOURNMENT**

There being no further business, meeting was adjourned at 10:20 AM.

Steve Miller, Chair  
Leisure Services Advisory Board

Reviewed by:   
Steve Miller, Chair

Transcribed by: Betty Covington, Board Secretary