



# City of Palm Coast

City Hall  
160 Lake Avenue  
Palm Coast, Florida 32137

## Meeting Minutes Leisure Services Advisory Committee

*Chair Mary Giraulo*  
*Committee Member Allen Campbell*  
*Committee Member Bernard Kershner*  
*Committee Member Robert Knapp*  
*Committee Member Donald Kolberg*  
*Committee Member Frank Vignati*  
*Committee Member Jennifer Wright*

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Wednesday, May 10, 2017

5:30 PM

City Hall Community Wing

(2nd Wednesday)

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>Public comment on issues on the agenda or public participation shall be limited to 3 minutes.

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>Other matters of concern not on the agenda may be discussed as determined by Leisure Service Advisory Board.

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>All pagers and cell phones are to remain OFF while the meeting is in session.

### A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

*Chair Giraulo called the May 5, 2017 Leisure Services Advisory Committee to order @ 6PM.*

### B. ROLL CALL

**Present:** 6 - Chair Giraulo, Committee Member Campbell, Committee Member Kershner, Committee Member Knapp, Committee Member Kolberg, and Committee Member Vignati

**Absent:** 1 - Committee Member Wright

### C. MINUTES

17-210

MEETING MINUTES OF THE MARCH 8, 2017 MEETING OF THE LEISURE SERVICES ADVISORY COMMITTEE

**A motion was made by Chair Giraulo and seconded by CM Kershner that the minutes be approved as presented. The motion was adopted by the following vote:**

**Approved:** 6 - Chair Giraulo, Committee Member Campbell, Committee Member Kershner, Committee Member Knapp, Committee Member Kolberg, and Committee Member Vignati

**D. OLD BUSINESS**

17-215

PRESENTATION ON REVISED CULTURAL ARTS APPLICATION

*Chair Giraulo: We have old business, we have a presentation on our revised Cultural Arts application*

*Mr. Boyer: As of right now we haven't received any additional applicants for the grant process. But we are in the process for the next time we meet we will open up the 2018 grant process. Today we are going to talk about dates to make sure everyone will be available and understand what is happening going forward. We are looking at July 12th for our next meeting. After the workshop, we will open the application process the next day. All (Cultural Arts) applications will have to be in by August 18th by 4pm for us to present to the committee on September 13th for you to review the application, most of the grant applicants will show up to answer any questions you may have and at that point you will propose them going to city council for approval.*

*Chair Giraulo: What we did last year when we did our meeting we would set the workshop at the end of the meeting so an hour after the start of the meeting. So, you would want to change that from 6:30-7:30p.*

*CM Kershner: All of the grants that we approve were previous granters. How does a newbie in town find out how grants are being given? Must he go to the website to get information?*

*Mr. Boyer: We will actually put an ad out in the paper and we will advertise that there is a grant application and it will be on the City's Website. It's very visible for those that are looking for it. We also send out reminders to everyone that has applied in the past for the last 3 years.*

*Mr. Boyer: To go back to Chair Giraulo's comment about the notes from last time. What can happen if we have additional funds leftover and we do find an outside county entity we will make a recommendation at that time. It wouldn't necessarily be an ordinance to approve it each time, it would kind of be a case by case basis but once again it would be for advertising for an event in Palm Coast.*

*Chair Giraulo: In the past we have been told in this meeting that County is not allowed to apply. How the eligibility is set up you must be in city limits people won't even apply.*

*Mr. Boyer: We have gone out on a second time. What we have discussed and are still trying to get it written correctly. Is at that point it would be open up to county, a second reading will change from City to County. City council wants to promote the funds because if not it will go back to general funds. The idea is to advertise for events in Palm Coast. So, we will benefit either way. It would be City groups get first right and the second reading will be for the county groups. When they say all additional funds go back out, if we have anyone we would suggest that we have an organization that will be doing an event in town center and the committee has recommended that get the approval for the additional funds.*

*CM Vignati: Will that be expressed in the advertisement for the city? That there is*

ability for the County as well?

Mr. Boyer: It will be in the second posting. It will read the same way it does now. The current structure and if there are funds available there will be a second posting. It goes to residential organizations first.

CM Vignati: What's the time difference? Will they have enough time to get the application and provide the information that is needed to get the grant if money is available?

Mr. Boyer: They have 6-8 weeks. Typically what will happen is once council goes through they will say any additional funds please go back out and at our next meeting we will then post it and discuss it and it will be the January meeting time frame where we hope to be getting applications again.

Mr. Boyer: We wanted an update on the Frisbee golf conversation we had last time we talked. We are taking over both golf and tennis facilities under city management. We are working with the consultant to come up with a business plan. One of the processes we are looking at over at the Golf course are additional programs that we can do during nonpeak times. Disc golf is one conversation, footgolf, golf croquet.

Chair Giraulo: I've never heard of some of those but that is terrific that there's going to be extra opportunities for our citizens.

**The Agenda Item was Received and Filed.**

## **E. NEW BUSINESS**

### 17-213

#### **PRESENTATION ON ART INSTRUCTORS FOR THE COMMUNITY CENTER**

Mr. Boyer: We are looking to do a lot more art programs in the community center. A lot of what we are doing are looking to see if there is anyone in the community that is interested in being an instructor. We are looking to do both adult and youth opportunities. This committee will be a great platform, if you know people out in the community that are interested please let myself know or contact the department and we definitely will like to have a conversation with them.

Chair Giraulo: Do you have a position description that you're sending out? Are you sending it out to the cultural arts groups that are getting the grant applications?

Mr. Boyer: Right now we are looking for more of an open correspondence. When we get closer to the time frame when we are going to hire someone then we would have more of a broad spectrum. The one issue with getting an instructor is you have to find someone with a specific skill base and work around it. If we get someone and they decide to move on it will be hard to continue that program.

CM Vignati: Will there be a budget a supplies budget?

Mr. Boyer: Right now I have somewhere between \$2000-\$3000 (this can change) is budgeted for supplies. Some of these will be free programs some will be paid programs. Some will be more of a social aspect as we are having an art class for people to engage. We have discussed doing partnerships with hobby lobby and other local organizations. There are a lot of art programs out there that are interested in partnering with the City.

**The Agenda Item was Received and Filed.**

### 17-214

#### **PRESENTATION ON SENIOR FOCUS GROUP COMMITTEE**

Chair Giraulo: We have a presentation on the senior focus committee.

*Mr. Boyer: We have reached out to the senior center in St. Augustine and they have put us in contact with an organization that is a non-city approach to do some focus groups and surveys help us engage with what the community wants. We were hoping to formalize a meeting with this organization. LSAC is the best platform for the senior services and senior programs.*

*Chair Giraulo: Lack of transportation in the city. I happened to attend a webinar recently that was about using additional using existing ride share programs, Lift and Uber that arrange rides for seniors. I'm not sure if that is something the city has looked at? Or if that's an actual need?*

*Mr. Boyer: This has definitely been a concern for the community "public transportation". The county has some form of transportation programs wither it's good or not good. Yes that can be something formalized in a discussion.*

*CM Kershner : My thinking is that overtime the definition of seniors is really changing and the demographics that we see always tend to point to age. I wonder if that's the right criteria.*

*Chair Giraulo: Most of our programs use the word "adult". 18 or older because you might have someone that needs assistance that is 35 years old. A lot of what you will see coming out of our department is adult programing. Palm coast is no longer a small community, 85,000 people is not a small community. With using adult you're focusing more on the ADA and the additional services for everyone.*

*CM Kershner: Do we have to vote on having the senior focus group come join us?*

*Mr. Boyer: There may be a motion that says we may pursue the organization. There doesn't necessarily have to be a vote.*

*CM Knapp: My suggestion is that we invite the focus group to our meeting, no one has an objection.*

*Mr. Boyer: We will reach out to the organization that has been referred to us to see if we can set up a time to meet.*

**The Agenda Item was Received and Filed.**

## **F. DISCUSSION BY COMMITTEE OF MATTERS NOT ON THE AGENDA**

*Mr. Boyer: Mayors fitness challenge is to promote wellness within our community. My biggest tagline when it comes to this is that from this building to magic kingdom its 98 miles. Our city has over 126 miles of running trails, bike paths. You can actually go further here in palm coast then from Palm Coast to magic kingdom. We're trying to engage the average citizen in actually utilizing Palm Coast. Motivation Mondays, Toning Tuesdays, we do Recipe Wednesday's, Natural Thursdays- Kayak Clinics, Mommy and Me bike ride, etc. Walk with the mayor and walk your dog with the finance manager. "Shows Mayor challenge on palmcoastgov.com, navigates Committee Members through the website". We can track their evolvment. Plenty of opportunities for People to get involved in. The main idea is to encourage people to use Palm Coast to be more of a healthy lifestyle.*

*Chair Giraulo: It's a great way to message all of what the city offers in a repeated fashion. I think it will be a really good campaign for you.*

*Mr. Boyer: Citizens survey; I did set it up where more of our questions came up VS the comments we can give you a copy of the full thing. The first question that was brought up "Which of the following City recreation facilities have you used in the past?" The one that did not come as a surprise was Central Park because a lot of citizens utilize this park for City special Events. At some point in time People have attended 2 or 3 special events for the year regardless of demographic.*

*CM Kershner: Do they represent any specific numbers? What are we talking about People wise?*

*Mr. Boyer: It's close to 60% of the people that applied to this question. Last year*

*Waterfront Park was on travel site for good standing.*

*CM Kershner: Where is this stored? Is this up in the cloud?*

*Mr. Boyer: It was on the website but it is stored on the city's network. We can send the link*

*Mr. Boyer: We are looking at doing a parks and rec survey here in the near future. We're focusing more on demographic surveys first, mainly so we can focus on the programs people are looking for.*

*CM Knapp: Can we have an update on Holland Park?*

*Mr. Boyer: We are at the 95% mark of it being completed with Holland Park. The target goal date is early June. A lot of that has to do with a few extra pieces we are waiting for that are on backorder like the restrooms and sinks. There is not an exact date just yet because the contractor has not given us their final completion schedule.*

*CM Knapp: Community center on schedule? Ahead of schedule?*

*Mr. Boyer: The community center looks great. It is on schedule. If you look at it, it keeps going up faster and faster. You can definitely tell that there is work being done.*

*Chair Giraulo: I saw some signs over in Maitland where I work that were on the sidewalk, that are sort of in the sidewalk as you walk over them but it tells you where you can go for a walking path and it tells you once you get to a 10th of a mile. The signs they have, give you inspiration to keep walking and be healthier. Things that inspire people to keep walking. Maybe this is something we can do.*

*Chair Giraulo: Anyone have anything that is not on the agenda that they will like to discuss?*

*CM Kolberg: I talked to someone that was at the Arbor Day event and they said it was excellent for the kids and they loved the butterfly release and thought it was done well. They thought it was a very family friendly event.*

*Chair Giraulo: I was there and there was a wide variety of people at Arbor Day. It was good representing Palm Coast and obviously people loved the event.*

*CM Kershner: The other comment I had is that someone mentioned local business establishment got slammed a week ago on Saturday with the soccer people and for whatever reason they didn't know about the event.*

*Mr. Boyer: Most of the local restaurants do keep up with our event schedule. We actually hosted the round of 16 state cup finals here in Palm Coast. We had 64 teams that came in during the weekend. This was actually our 20th event for the year which you have to think that's not to close if you count weekends and were already over 4 million dollars in economic impact for the events we had out there.*

*CM Campbell: You asked us to go to some of the functions. I went to the seafood festival. I was a little disappointed. Got there about 5pm Saturday and one vendor was already out of food. You can get all the sausage you want but it was a seafood festival not a sausage festival. I also attended the picnic and pops and I thought it was an extremely great evening. That gets better every year.*

*CM Vignati: I also have to say that Central Park, a friend of ours have a band and they played here a couple weeks ago. My wife and I were walking around and I never realized that the speakers placed all around the walk, the music plays through all the speakers. It is a great aspect for that park.*

*Mr. Boyer: When we can get the speakers to work it's definitely a great opportunity. We constantly have to test them to make sure they are working for events. The idea with our starlight event and tree lighting as well as the rotary program is to play music out there for the holiday season. It's a great quality to have out there.*

## **G. PUBLIC PARTICIPATION**

*No public participation.*

**H. ADJOURNMENT**

*The meeting was adjourned at 7:15PM.*

*Respectfully submitted:  
Matthew Jackson, Recording Secretary*