

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 11, 2012

Consent
 Ordinance

Regular
 Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: transfer of project management under Agreement R2007-1150 from the Boynton Woman's Club, Inc. to Boynton Beach Catering, Inc.

Summary: On July 10, 2007, the Board approved an Agreement with Boynton Woman's Club, Inc. for \$75,000 from the 25M GO Parks and Cultural Improvements Bond Fund to assist in funding of a roof replacement project. On July 2, 2012, Boynton Woman's Club, Inc. entered into a catering and building management agreement with Boynton Beach Catering, Inc. (a for profit corporation) for a term of 60 months from July 3, 2012, through June 30, 2017, with one five-year renewal option. Boynton Beach Catering, Inc. is responsible for all day to day operations and maintenance of the building, including scheduling of all events and paying all utilities and operational costs for materials, equipment and supplies. The Boynton Woman's Club will receive a percentage of the gross receipts from facility rentals. Members of the Boynton Woman's Club entered into this agreement in order to generate enough revenue to continue to keep the building open and available for its public purpose. In accordance with Section 4.05 of Agreement R2007-1150, Board approval of the transfer of project management is required and now requested. District 4 (PK)

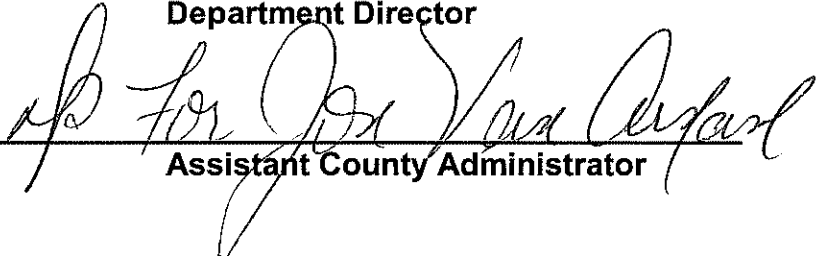
Background and Justification: On November 5, 2002, a bond referendum was passed by the voters of Palm Beach County in the amount of \$50 Million for the issuance of general obligation bonds for the purpose of financing the acquisition, construction of, and/or improvements to certain recreation and cultural facilities. The Boynton Woman's Club building was constructed in 1926 and was renovated in the 1980's. For over 80 years, Boynton Woman's Club has used this location to provide opportunities for groups and individuals to meet and gather for civic and social functions. In 2005, Hurricane Wilma did extensive damage to the roof. On July 10, 2007, the Board approved an Agreement, R2007-1150, allocating \$75,000 from the County Bond fund to assist in paying for the building's roof replacement. On July 2, 2012, Boynton Woman's Club, Inc. entered into a catering and building management agreement with Boynton Beach Catering, Inc. which will allow the Boynton Woman's Club to continue to occupy the building and maintain it for its members and the public.

Attachments:

1. Request for Approval Letter from Boynton Woman's Club
2. Background Letter from Boynton Woman's Club

Recommended by: 
Department Director

8/17/2012
Date

Approved by: 
Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Grant Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Is Item Included in Current Budget? Yes No
 Budget Account No.: Fund Department Unit
 Object Program

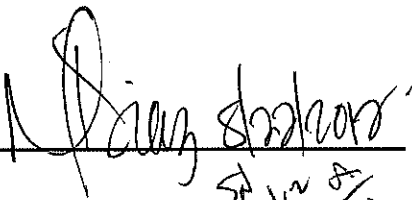
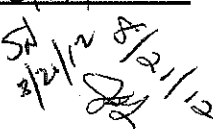

B. Recommended Sources of Funds/Summary of Fiscal Impact:

There is no fiscal impact associated with this agenda item.

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal And/Or Contract Development and Control Comments:

<p><u></u> OFMB</p> <p style="margin-left: 100px;">5/2/12 8/21/12 </p>	<p><u></u> Contract Development & Control</p>
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B. Legal Sufficiency:

 8/30/12
 Assistant County Attorney

C. Other Departmental Review:

Boynton Woman's Club, Inc.
P. O. Box 1135
Boynton Beach, FL 33425

1010 South Federal Highway
Phone: 561-369-2300
Fax: 561-369-8745
E-mail: bwc1909@bellsouth.net
Website: www.boyntonwomansclub.com

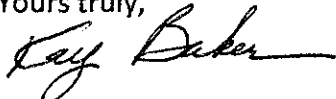
Parks and Recreation Department
Eric Call, Director, Parks and Recreation Department
2700 6th Avenue S
Lake Worth, FL 33461
August 1, 2012

Dear Mr. Call,

The Boynton Woman's Club is requesting the County's belated consent to the transfer of management of this bond funded project to Boynton Beach Catering, Inc. The project is located at 1010 S. Federal Highway in Boynton Beach.

We sincerely apologize for overlooking the notification to the County of this transfer in a timelier manner. We appreciate all that your department has done to assist us in this matter.

Yours truly,



Kay Baker, President
Boynton Woman's Club

Boynton Woman's Club, Inc.
P. O. Box 1135
Boynton Beach, FL 33425

1010 South Federal Highway
Phone: 561-369-2300
Fax: 561-369-8745
E-mail: bwc1909@bellsouth.net
Website: www.boyntonwomansclub.com

Rebecca Pine
Director, Financial and Support Services
PBC Parks & Recreation Department
2700 6th Avenue South
Lake Worth, FL 33461
July 25, 2012

Dear Becky,

You should be receiving shortly by the copy of the agreement between the Boynton Woman's Club and Boynton Beach Catering, Inc. Sometimes the checks and balances that are built into our bylaws can delay progress. This time the need to keep our Executive Board informed of your request prevented me from sending you that agreement in a timely manner. I have been informed that one of our members has made the copy you requested and put it in the mail.

The creation of this beautiful building was made possible by a donation by the family of Major Nathan Boynton, and we have maintained it for 86 years according to the requests made by his family. It has sometimes been a challenge to keep it structurally sound and available to our members, their guests and the people of the City of Boynton Beach and Palm Beach County. We have been fortunate to receive grants and donations from organizations and public entities, but it has basically been through the efforts of our members that we have been able to maintain this building for as long as we have.

We are not professionals, we are a group of mostly retired women who not only love our historic building, but we are also dedicated to our mission of charitable and educational purposes. Lately we found that we were operating the building in the red. The monies we received from the rentals to groups and individuals who held events in our building were insufficient to pay the bills we incurred from maintaining the building.

During the past ten years we have looked at alternative ways of operating the building. A committee was appointed by the Executive Board to investigate various proposals. When one of the caterers who had held events in our building for several years proposed helping us by professionally managing the building and handling the rentals, we decided to investigate this option. Since it was the expense of managing and maintaining the building that was costing us more than we made in rentals, Jim Guilbeault (the owner of Boynton Beach Catering, Inc.) suggested that he assume the overhead of running the building while he received the money paid

by those rentals he booked. He would then give us a small percent of his rentals so that we could pay our portion of the building costs and also put money into the necessary and critically needed Capital Improvements.

This proposal was put before our members, and it was overwhelmingly approved. We did and still do believe that this is the most responsible way of protecting the building and allowing it to remain available for its public purpose.

We continue to own our historic building. We will hold all of our meetings in it as well as maintain our outreach to the community and other public groups. As a matter of fact, since our members will no longer have to focus their efforts on raising money for the building, we will be able to give more time and energy in those outreach endeavors. The building is still available for use by the general public on the same terms and conditions as when we operated. The only change is that it is now being professionally managed.

The Boynton Woman's Club has been in existence for 103 years and we have occupied this building for 86 years. We do not want to lose this building, and we are hopeful that this association with Boynton Beach Catering will allow us to maintain the building and allow it to be a presence in our city. A group of ladies decided in 1909 that our city needed a place to hold public events. This building is the second one they built. It was the first library of Boynton from 1926 to 1961. It housed refugees from a hurricane, it hosted dances for our World War II soldiers, it was the first meeting hall for several churches and it continues to be a gathering place for local organizations and historical groups.

As I mentioned in a previous communication, we were unfortunately not informed by Lillian Ostiguy about the provision in the Grant Agreement that said we needed the consent of Palm Beach County to transfer management of our building to another party. Our Executive Board has now read that agreement, particularly section 4.05, and we wish to rectify this error. We truly want to continue to occupy this beautiful building and maintain it for our members and the public. Please let us know how we might accomplish this.

Yours truly,

Kay Baker, President
Boynton Woman's Club