



WESTPORT CONNECTICUT
PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 SOUTH COMPO ROAD
WESTPORT, CT 06880

LEGAL NOTICE OF MEETING

Notice is hereby given that the Parks and Recreation Commission will hold a public meeting on Wednesday, February 28, 2024 at 7:30pm. It will be held electronically via zoom. Meeting materials will be available on the Meeting List & Calendar page of the Town website at westportct.gov, along with the meeting notice.

Join Zoom Meeting

<https://us02web.zoom.us/j/82015859827?pwd=am9MNjFnb253OHFUbzRjR05HWS9qUT09>

Meeting ID: 820 1585 9827

Passcode: 251752

MEETING AGENDA

1. Approval of Minutes: January 17, 2024, and Special Meeting February 6, 2024
2. Public Comment
3. Reports of
 - Golf Advisory Committee
 - Parks Advisory Committee
 - Racquets Advisory Committee
4. To take such action as the meeting may determine relative to approval of the 2024 Charity Golf Tournaments at Longshore.
5. To take such action as the meeting may determine relative to a request from Westport P.A.L. to use Compo Beach for the 2024 town fireworks.
6. To take such action as the meeting may determine relative to revising the Pickleball Handpass policy to be consistent with the other racquet sports handpass policies.
7. Commissioner's Comments
8. Administrative Report

Parks and Recreation Commission

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or eflug@westportct.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

D R A F T



**Town of Westport
Parks & Recreation**
WESTPORT PARKS AND RECREATION COMMISSION
Longshore Club Park, 260 South Compo Road
Westport, CT 06880

January 29, 2023

The Westport Parks and Recreation Commission held a meeting on Wednesday, January 17, 2024 @ 7:33 pm. It was held electronically and recorded via zoom.

Members Present:

David Floyd, Chairman; Elaine Whitney, Alec Stevens, Christine O’Keeffe

Members Absent:

Matthew Haynes

Also Present:

Jennifer Fava, Director of Parks and Recreation; Rick Giunta, Deputy Director of Parks and Recreation; Carmen Roda, Operations Manager; Max Robbins, Programs Manager; along with members of the public.

1. Approval of minutes:

September 13, 2023

Upon a motion by Elaine Whitney to approve the September 13, 2023, minutes, seconded by David Floyd. Passes 3-0-1, Alec Stevens abstained as he was not present at the September 13, 2023 meeting.

September 20, 2023

Upon a motion by Christine O’Keeffe to approve the September 20, 2023, minutes, seconded by Alec Stevens. Passed unanimously 4-0

October 18, 2023

Upon a motion by David Floyd to approve the October 18, 2023, minutes, seconded by Elaine Whitney. Passes 3-0-1, Alec Stevens abstained as he was not present at the October 18, 2023 meeting.

October 30, 2023

Upon a motion by Alec Stevens to approve the October 30, 2023, minutes, seconded by David Floyd. Passes 3-0-1, Elaine Whitney abstained as she was not present for the vote at the October 18, 2023 meeting.

DRAFT MINUTES SUBJECT TO REVIEW, CORRECTION, AND APPROVAL BY THE
PARKS & RECREATION COMMISSION OF THE TOWN OF WESTPORT

Recordings of this meeting can be found at:

<https://www.westportct.gov/government/appointed-boards-a-z/parks-and-recreation-commission/meeting-agenda-and-minutes>

D R A F T

2. Public Comment

Multiple members of the public made comments.

3. Reports of:

Golf Advisory Committee: Jane Dally, Chairwoman of the GAC, reported.

Parks Advisory Committee: David Floyd, Chairman of the PRC, reported.

Racquets Advisory Committee: No representative was present, David Floyd reported.

4. To take such action as the meeting may determine relative to a request by the Westport Arts Advisory Committee to place sculptures at Pasacreata Park and Stroffolino Park.

Members of the WAAC, Dina Upton, Kathie Bennewitz and Nancy Diamond presented.

Public Comment: multiple members of the public commented.

Upon a motion made by Elaine Whitney and seconded by David Floyd, passed unanimously 4-0.

RESOLVED: The Parks and Recreation Commission approves the Westport Arts Advisory Committee request to place the sculpture "Passage 1991" to be installed at Pasacreata Park for a 5-year term and to place the sculpture "Windows (1997)" at Stroffolino Park for a 5-year term.

5. To take such action as the meeting may determine relative to a request by myTeamTriumph to take over the Westport Triathlon from the Kiwanis Club.

President of myTeamTriumph, Todd Ehrlich presented.

Public Comment: No comments

Upon a motion made by David Floyd and seconded by Christine O'Keeffe, passed unanimously 4-0.

RESOLVED: The Parks and Recreation Commission approves a request for myTeamTriumph to take over the Westport Triathlon under the new name Westport myTeam Triumph Triathlon.

6. To take such action as the meeting may determine relative to proposed fee changes for Parks and Recreation programs, facilities, and activities.

Jennifer Fava presented.

Public Comment: Multiple members of the public made comments.

Upon a motion made by Elaine Whitney and seconded by David Floyd, passed unanimously 4-0.

DRAFT MINUTES SUBJECT TO REVIEW, CORRECTION, AND APPROVAL BY THE
PARKS & RECREATION COMMISSION OF THE TOWN OF WESTPORT

Recordings of this meeting can be found at:

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DRAFT

RESOLVED: The Parks and Recreation Commission recommends to the Board of Selectwomen approval of Parks and Recreation Department fees as proposed including the additional Senior and Junior categories for Handpasses for the All Racquets and Deluxe Combo packages.

Upon a motion made by David Floyd and seconded by Christine O’Keeffe, passed 4-0.

RESOLVED: The Parks and Recreation Commission recommends to the Board of Selectwomen approval of the elimination of the requirement of a handpass to register for programs and the addition of access to Staples Pool to all handpass types.

7. Commissioner’s Comments: David Floyd reported.

8. Administrative Report: Jennifer Fava reported.

Upon a motion by David Floyd, seconded by Alec Stevens, and passed unanimously 4-0, the meeting adjourned at 11:25 pm.

Respectfully,
Jamie Boone, Recording Secretary

D R A F T



**Town of Westport
Parks & Recreation**
WESTPORT PARKS AND RECREATION COMMISSION
Longshore Club Park, 260 South Compo Road
Westport, CT 06880

February 7, 2024

The Westport Parks and Recreation Commission held a Special Meeting on Tuesday, February 6, 2024 @ 7:01 pm. It was held electronically and recorded via Zoom.

Members Present:

David Floyd, Chairman; Alec Stevens, Christine O’Keeffe, Matthew Haynes, Elaine Whitney

Members Absent:

None

Also Present:

Jennifer Fava, Director of Westport Parks and Recreation; Rick Giunta, Deputy Director; Jane Pimentel, William Coit, along with members of the public.

1. To take such action as the meeting may determine to approve fees for the Longshore Sailing School for the 2024 season.

Jane Pimentel presented.

Public Comment: none

Upon a motion made by David Floyd, seconded by Christine O’Keeffe, and passed unanimously 5-0.

RESOLVED: The Parks and Recreation Commission approves the 2024 Fee Schedule for the Longshore Sailing School as submitted.

Upon a motion by David Floyd, seconded by Matthew Haynes, and passed unanimously 5-0, the meeting adjourned at 7:17 pm.

Respectfully,
Jamie Boone, Recording Secretary

DRAFT MINUTES SUBJECT TO REVIEW, CORRECTION, AND APPROVAL BY THE
PARKS & RECREATION COMMISSION OF THE TOWN OF WESTPORT

Recordings of this meeting can be found at:

<https://www.westportct.gov/government/appointed-boards-a-z/parks-and-recreation-commission/meeting-agenda-and-minutes>

Parks and Recreation Commission

Meeting Date: February 28, 2024

Agenda Item: # 4

To take such action as the meeting may determine relative to approval of the 2024 Charity Golf Tournaments at Longshore.

Background Information:

The total number of charity events is limited to eight (8) annually. The Parks and Recreation Department has received seven (7) applications for returning events in 2024, leaving open the possibility for one (1) new event.

<u>Event</u>	<u>Fee</u>
Golf Outing - Morning Shotgun Start	\$3,000
Golf Outing - Morning and Afternoon Shotgun Start	\$5,000

Back-up Documents:

Copy of current policy – Usage of Westport Golf Facilities for Fund Raising Tournaments

Review of 2023 events and requests for 2024 events from sponsoring organizations (PAL review is from 2022 as their event was cancelled in 2023 due to weather). VFW submission includes a letter requesting golf fees be waived.

Staff Recommendation:

Staff recommends approval of the events as submitted. Charity Golf Tournament fees will be \$3,000 for a half day event and \$5,000 for a double shotgun event.

Resolution Format:

The Parks and Recreation Commission approves the following charity golf outings at Longshore Club Park for the 2024 season subject to dates approved by the Parks and Recreation Director:

Staples Gridiron Club
VFW Post 399
Westport Police Athletic League
Friends of Westport Parks & Recreation
Staples Lacrosse Association
Children’s Community Development Center
Westport Wreckers Rugby Club

The Parks and Recreation Commission approves waiving the golf cart fees and greens fees for the Friends of Westport Parks & Recreation’s charity golf tournament (Club House Cup) for 2024.



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK

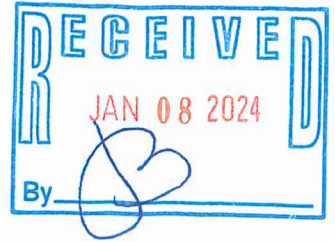
Usage of Westport Golf Facilities for Fund Raising Tournaments

1. The number of fund raising golf tournaments is limited to eight (8) annually.
2. A fee to be determined annually by the Parks and Recreation Commission will be charged to the sponsoring organization for each tournament.
3. Tournaments must be held on weekday dates, except Tuesdays. Dates will be available in any month, other than those of July and August.
4. Sponsoring organizations must be non-profit and be located in Westport or substantially benefiting the Westport community.
5. Tournaments should be open to public registration based on availability of space and subject to established entry fees.
6. Requests for tournaments shall be submitted in writing, shall be address to the Parks and Recreation Department and must be received **no later than December 15** in the year preceding the requested tournament date.
7. Requests shall contain the following information:
 - Name of organization and officer responsible for organizing and supervising the tournament.
 - Date and rain date required.
 - Name(s) of beneficiaries of net income derived from tournament receipts.
 - Approximate number of entrants anticipated and fees to be charged.
 - Proposed expense-revenue operating plan.
 - Anticipated total benefits to be disbursed after expenses.
 - Proposed distribution of proceeds.
8. Tournament fee must be paid no later than ten (10) days in advance of tournament play.
9. Written accounting of tournament financial results shall be submitted to the Parks and Recreation Department **no later than December 15** following tournament play. Report format to be supplied by Parks and Recreation Department.
10. The Parks and Recreation Commission and Parks and Recreation Director will evaluate all proposal received. The ones selected will be voted upon no later than the regular January Commission meeting for tournaments to be held in the calendar year. Final approved dates to be determined by the Parks and Recreation Department. Proposals may be judged on one or more of the following merits:
 - Past experience of the Town with respect to the group.
 - Experience and finances of sponsoring organization.
 - Amount of return of proceeds to benefit local Westport needs.



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	Jan 8, 2024
Organization:	Westport Football Assoc – dba Staples Gridiron Club
Address:	606 Post Rd East – Ste 619 Westport, CT 06880
Organization Mission:	Support Staples Football, Westport Youth Sports & Student Athletes, Community
Requested Date of Tournament:	June 3, 2024
Name of Individual in charge on-site day of event:	Carter Weil (917) 340-6818 James McGeehan (203 722-3390)
Contact Number:	
Email Address:	Staplesgridironclub@gmail.com

ANTICIPATED REVENUE:

Tournament Fees: \$20,000 Expected Number of Participants: 80

Sponsors: \$13,000

Raffles: \$15,000 Planned Participant Entry Fee: \$250

Other: _____

EXPECTED EXPENSES: \$14,000

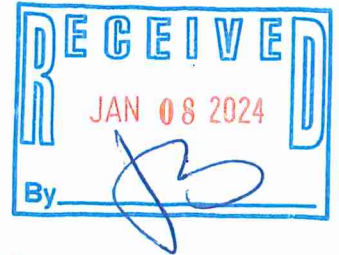
NET REVENUE EXPECTED: \$34,000

HOW WILL PROCEEDS BE DISTRIBUTED: Proceeds will be distributed using a broad “needs based” criteria, governed and overseen by the Board of the Gridiron Club, consistent with the Foundations mission of supporting the Staples High School football program, its participants, as well as other Staples Athletic teams, and community resources. Distributions and expenditures are subject to the annual fundraising efforts of the club and its members.



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ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	JAN 6, 2024
Organization:	WESTPORT FOOTBALL ASSOC. DBA STAPLES GRIDIRON CLUB
Address:	606 POST RD EAST - STE 619 WESTPORT, CT 06880
Organization Mission:	YOUTH SPORTS (STAPLES FOOTBALL) AND COMMUNITY
Date of Tournament:	JUNE 3, 2024
Name of Individual in charge of on-site day of event:	CARTER WEIL - (917) 340-6818 JAMES MCGEEHAN - (203) 722-3390
Contact Number:	
Email:	STAPLES GRIDIRON CLUB@GMAIL.COM

Number of Participants: 80 Participant Entry Fee: \$ 250

REVENUE REALIZED:

Tournament Fees:	\$ 20,000
Sponsor:	\$ 13,750
Raffles:	\$ 14,180
Other:	
Other:	
Other:	

TOTAL REVENUE REALIZED \$ 47,930
 TOTAL EXPENSES (Show Details on back of this form) \$ 13,788
 NET REVENUE REALIZED \$ 34,142

DISTRIBUTION OF PROCEEDS:

Organization	Amount
SCHOLARSHIPS FOR STAPLES FOOTBALL PLAYERS WITH FINANCIAL NEEDS COVER ALL COSTS FOR SEASON	\$ 16,000
VARIOUS COMMUNITY + STAPLES SPORTS PROGRAMS (ATTACHED LIST)	\$ 7,800

TOTAL DISTRIBUTION OF PROCEEDS: \$ 23,800



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 COMPO RD S, WESTPORT, CT 06880
(203) 341-5090

Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: STAPLES GARDINOW CLUB

Tournament Date: 6-5-23

Expense

FOOD + BEVERAGE

Amount

\$ 3,750

Expense

PARKS + REC FEE

Amount

\$ 2,500

Expense

PRIZES + GIVE AWAYS

Amount

\$ 2,400

Expense

TENT, TABLES, CHAIR RENTALS

Amount

\$ 1,900

Expense

GOLF CART EXPENSE

Amount

\$ 1,728

Expense

SIGNS + PROMOTIONS

Amount

\$ 1,050

Expense

HOLE-IN-ONE INSURANCE

Amount

\$ 460

Expense

Amount

Expense

Amount

TOTAL ALL EXPENSES

\$ 13,788

STAPLES GRIDIRON CLUB - 2023 DONATIONS

Pink Aid

Westport VFW

Westport Uniformed Firefighters

Westport EMS

Westport Police Dept.

Parkinsons Foundation

ALS Association of CT

Jewish Senior Services Home

CT Challenge for Cancer Survivors

Used Equipment Donation - NY Lions Football

Staples Tuition Grants

Staples Radio WWPT

Staples Girls Field Hockey

Staples Girls Softball

Staples Cheerleaders

staples Girls Swim & Dive

Staples Girls Tennis

Staples Girls Lacrosse

Staples Girls Basketball

Staples Wrestling

Staples Boys Basketball

Staples Boys Ice-Hockey



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	12/8/2023
Organization:	WESTPORT VFW POST 399
Address:	465 RIVERSIDE AVE WESTPORT CT 06880
Organization Mission:	VETERAN & COMMUNITY SUPPORT
Requested Date of Tournament:	JUNE 10, 2024 / RAIN DATE JUNE 17, 2024
Name of Individual in charge on-site day of event:	PATTY KONDUB
Contact Number:	203-767-3778
Email Address:	PATTY.KONDUB@GMAIL.COM

ANTICIPATED REVENUE:

Tournament Fees: \$150,00 Expected Number of Participants: 90

Sponsors: \$1800,00

Raffles: \$500,00 Planned Participant Entry Fee: \$150,00

Other: _____

EXPECTED EXPENSES: \$10,828

NET REVENUE EXPECTED: \$4,972

HOW WILL PROCEEDS BE DISTRIBUTED:

VETERANS DAY OPEN HOUSE

MEMORIAL DAY OPEN HOUSE

GRAVE FLAGS FOR VETERANS

FOOD CHARITY



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090

ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	12/5/2023
Organization:	WESTPORT VFW POST 399
Address:	465 RIVERSIDE AVE WESTPORT CT 06880
Organization Mission:	VETERAN & COMMUNITY SUPPORT
Date of Tournament:	JUNE 10, 2024 / RAIN DATE JUNE 17, 2024
Name of Individual in charge of on-site day of event:	PATTY KONDUB
Contact Number:	203-767-3778
Email:	PATTY.KONDUB@GMAIL.COM

Number of Participants: 90 Participant Entry Fee: \$150.00

REVENUE REALIZED:

Tournament Fees:	\$150.00 / \$13,500
Sponsor:	\$1860.00
Raffles:	\$500.00
Other:	
Other:	
Other:	

TOTAL REVENUE REALIZED \$13,500

TOTAL EXPENSES (Show Details on back of this form) \$10,828

NET REVENUE REALIZED \$4,972

DISTRIBUTION OF PROCEEDS:

Organization	Amount
VETERAN DAY OPEN HOUSE	\$1500.00
MEMORIAL DAY OPEN HOUSE	\$1500.00
GRAVE FLAGS FOR VETERANS	\$1200.00
FOOD CHARITY	\$500.00
BOYS STATE CHARITY SCHOLARSHIP	\$500.00

TOTAL DISTRIBUTION OF PROCEEDS: \$5200.00



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 COMPO RD S, WESTPORT, CT 06880
(203) 341-5090

Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: WESTPORT VFW POST 399

Tournament Date: 6/10/24

Expense

Amount

FOOD GOODIE BAG SUPPLIES

\$1500.00

Expense

Amount

BARTENDER

\$300.00

Expense

Amount

CATERING

\$3000.00

Expense

Amount

TOWN OF WESTPORT

\$2500.00

Expense

Amount

CARTS (48)

\$1728.00

Expense

Amount

PRIZES

\$1500.00

Expense

Amount

SPONSOR SIGNS

\$300.00

Expense

Amount

Expense

Amount

TOTAL ALL EXPENSES

\$10,828



JOSEPH J. CLINTON POST NO. 399
465 Riverside Avenue
Westport, Connecticut 06880

December 6, 2023

Westport Parks and Recreation Commission
Longshore Club Park
260 Compo Road South
Westport, CT 06880

Dear Westport Parks and Recreation Commission,

The Veterans of Foreign Wars (VFW) Post 399 (www.vfw399ct.org) submitted an application for the 2024 VFW Post 399 Charity 31st Annual Golf Tournament for Monday, June 10th. The VFW is requesting your consideration to waive golf fees for the upcoming veteran tournament. Throughout the year VFW Post 399 is consistently supportive of community charitable events. We are hosting our 42 straight monthly Red Cross Blood Drive on December 22nd. To date, over 1800 donors have donated and 1 unit of blood saves the lives of 3 people. In addition, our CT Veterans Service Office has processed over 250 veterans applications for disability benefits through the VA in New Haven. Our 31st annual golf charity tournament aims to benefit the 31,000 veterans throughout Fairfield County, the third largest veterans community in Connecticut.

Waiving the golf fees for the tournament will significantly help our ability to continue supporting our veterans and their families. Your support not only helps us maintain our 50 year old building, but also ensures that our veterans and community will have a welcoming place to gather and help those who have served our country. The kindness of the Town of Westport and impact of the tournament does not go unnoticed, and we are truly honored to have your support. It is through the generosity of the community that we can continue our mission to serve those who have sacrificed so much for our nation during the past 103 years.

If you are available, VFW Post 399, non profit 501(c)(19) EIN 06-6146182, would be absolutely honored to provide you with a tour anytime.

Sincerely,

A handwritten signature in cursive script that reads "Phil Delgado".

Phil Delgado
VFW Post 399 Quartermaster
Lieutenant Commander, U.S. Navy (Retired)
Email: delgadopa@icloud.com/Phone 571-389-4701



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	12-16-2023
Organization:	Westport Police Athletic League
Address:	50 Jesup Rd Westport CT, 06880
Organization Mission:	It's all about the kids
Requested Date of Tournament:	9-9-2024 rain date of 9-16-2024
Name of Individual in charge on-site day of event:	Craig Bergamo PAL President
Contact Number:	203-341-6000
Email Address:	cbergamo@westportct.gov

ANTICIPATED REVENUE:

Tournament Fees:	<u> \$6,000 </u>	Expected Number of Participants:	<u> 130 </u>
Sponsors:	<u> \$24,000 </u>		
Raffles:	<u> \$2,500 </u>	Planned Participant Entry Fee:	<u> \$225 </u>
Other:	<u> \$1,000 </u>		

EXPECTED EXPENSES: \$16,500

NET REVENUE EXPECTED: \$35,000

HOW WILL PROCEEDS BE DISTRIBUTED: Westport PAL Scholarships



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090

ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS 2022

Today's Date:	12-16-2022
Organization:	Westport Police Athletic League
Address:	50 Jesup Rd Westport CT,06880
Organization Mission:	
Date of Tournament:	September 12th

Number of Participants: 129 **Participant Entry Fee:** \$175

REVENUE REALIZED:

Tournament Fees:	\$4,250 + \$1,728 = \$5,978
Sponsor:	\$23,725
Raffles:	\$2,635
Other:	\$975
Other:	
Other:	

TOTAL REVENUE REALIZED	<u>\$45,360</u>
TOTAL EXPENSES (Show Details on back of this form)	<u>\$15,933.95</u>
NET REVENUE REALIZED	<u>\$29,426.05</u>

DISTRIBUTION OF PROCEEDS:

Organization	Amount
Westport PAL Scholarships	\$29,426.05

TOTAL DISTRIBUTION OF PROCEEDS: \$29,426.05



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 COMPO RD S, WESTPORT, CT 06880
(203) 341-5090

5008

Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: Westport PAL

Tournament Date: 9-12-2022

Expense See attached report of expenses Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

Expense _____ Amount _____

TOTAL ALL EXPENSES \$15,933.95

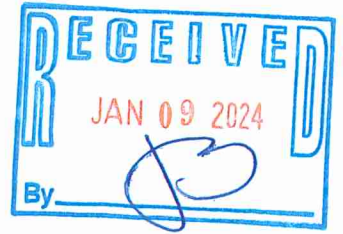
Westport PAL Expenses 2022

Expense	Amount
Connecticut Cigar	\$1,195.50
Big Top Rental Co	\$1,420
Souvenirs	\$3,000
Longshore Course Rental	\$4,250
Longshore Golf Carts	\$1,728
Longshore Gift Cards	\$810
Lunch	\$350
Longshore Linens	\$89.50
Jr's Deli Catering	\$3,000
Liquor permit	\$60
Credit Card Fee's	\$30.95
Total Expenses	\$15,933.95



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	1/8/24
Organization:	WEST FRIENDS OF WESTPORT PARKS & REC
Address:	260 COMPO RD S WESTPORT CT 06880
Organization Mission:	TO RAISE FUNDS & AWARENESS FOR A NEW CLUBHOUSE
Requested Date of Tournament:	9/20/24
Name of Individual in charge on-site day of event:	SKIP LANE
Contact Number:	203 858 4931
Email Address:	skip.lane@cushwake.com

ANTICIPATED REVENUE:

Tournament Fees: 16,000.00 Expected Number of Participants: 80+

Sponsors: _____

Raffles: 4,000.00 Planned Participant Entry Fee: 200.00

Other: _____

EXPECTED EXPENSES:

10,000.00

NET REVENUE EXPECTED:

10,000.00

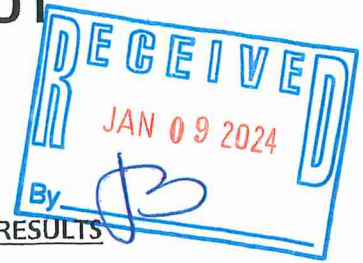
HOW WILL PROCEEDS BE DISTRIBUTED:

100% to FRIENDS OF
WESTPORT PARKS &
REC



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	1/8/2024
Organization:	FRIENDS OF WESTPORT PARKS & REC
Address:	260 COMPO RD S, WESTPORT, CT 06880
Organization Mission:	RAISE FUNDS & AWARENESS FOR A NEW CLUBHOUSE
Date of Tournament:	9/22/2023
Name of Individual in charge of on-site day of event:	OLIVER HENDERSON SKIP LANE
Contact Number:	203-858-4931
Email:	skip.lane@cushwake.com

Number of Participants: 80 Participant Entry Fee: 200.00

REVENUE REALIZED:

Tournament Fees:	16,000.00
Sponsor:	
Raffles:	2,518.94
Other:	
Other:	
Other:	

TOTAL REVENUE REALIZED 18,518.94
 TOTAL EXPENSES (Show Details on back of this form) 10,145.74
 NET REVENUE REALIZED 8,373.20

DISTRIBUTION OF PROCEEDS:

Organization	Amount
FRIENDS OF WESTPORT P&R	\$ 8,373.20

TOTAL DISTRIBUTION OF PROCEEDS: _____



WESTPORT CONNECTICUT

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260 COMPO RD S, WESTPORT, CT 06880
(203) 341-5090

Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: FRIENDS OF WESTPORT PARKS 2^{REC} Tournament Date: 9/22/23

Expense MARKETING / WEBSITE Amount \$ 222.00

Expense SOCIAL MEDIA Amount \$ 200.00

Expense CARTS & PRIZES Amount \$ 3,960.00

Expense OPEN BAR & FOOD / COURSE BEVS. Amount \$ 3,667.70

Expense FOOD / DRINK PRE-TOURNEY Amount \$ 768.04

Expense Miscellaneous expenses Amount \$ 1,328.00

Expense _____ Amount _____

Expense _____ Amount _____

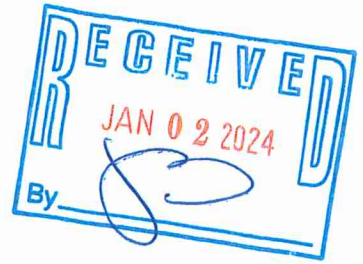
Expense _____ Amount _____

TOTAL ALL EXPENSES \$ 10,145.74



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
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Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	12/15/2023
Organization:	Staples Lacrosse Association
Address:	16 Twin Falls LN, Westport CT 06880
Organization Mission:	To financial support the Staples HS Boys' Lacrosse program.
Requested Date of Tournament:	Monday, September 23, 2024
Name of Individual in charge on-site day of event:	Dan Clark
Contact Number:	203 810 9490
Email Address:	danc Clark06880@gmail.com

ANTICIPATED REVENUE:

Tournament Fees: \$20,000 **Expected Number of Participants:** 100
Sponsors: \$5,000
Raffles: \$5,000 **Planned Participant Entry Fee:** \$200
Other: _____

EXPECTED EXPENSES: \$10,000

NET REVENUE EXPECTED: \$20,000

HOW WILL PROCEEDS BE DISTRIBUTED: Staples Lacrosse Association - 100%



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ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	12/15/2023
Organization:	Staples Lacrosse Association
Address:	16 Twin Falls LN, Westport CT 06880
Organization Mission:	Fund Staples HS Boys' Lacrosse program
Date of Tournament:	10/2/2023
Name of Individual in charge of on-site day of event:	Ed Iannone
Contact Number:	646 541 4787
Email:	edward.iannone@gmail.com

Number of Participants: 100

Participant Entry Fee: \$200

REVENUE REALIZED:

Tournament Fees:	\$20,000
Sponsor:	\$4,200
Raffles:	\$6,200
Other:	
Other:	
Other:	

TOTAL REVENUE REALIZED \$30,400

TOTAL EXPENSES (Show Details on back of this form) \$9,800

NET REVENUE REALIZED \$20,600

DISTRIBUTION OF PROCEEDS:

Organization	Amount
Staples Lacrosse Association	\$20,600

TOTAL DISTRIBUTION OF PROCEEDS: \$20,600



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Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: Staples Lacrosse Association

Tournament Date: 10/2/2023

Expense

Long Shore Golf Course

Amount

\$2,500

Expense

Golf Carts

Amount

\$1,800

Expense

Calieses Catering

Amount

\$1,200

Expense

Hole in One insurance

Amount

\$700

Expense

Norwalk Tent Company

Amount

\$1,400

Expense

Misc, snacks, decorations, signs

Amount

\$2,200

Expense

Amount

Expense

Amount

Expense

Amount

TOTAL ALL EXPENSES

\$9,800



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
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Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	1/5/2024
Organization:	Children's Community Development Center ("CCDC")
Address:	90 Hillspoint Road Westport, CT 06880
Organization Mission:	Non-profit preschool educational childcare center
Requested Date of Tournament:	September 25th, 2024 (or thereabout)
Name of Individual in charge on-site day of event:	Andrew Bloom
Contact Number:	203-247-5667
Email Address:	andrewjeremybloom@gmail.com / golf@myccdc.org

ANTICIPATED REVENUE:

Tournament Fees: _____ \$9,000 _____ **Expected Number of Participants:** ___ 70 ___

Sponsors: _____ \$5,000 _____

Raffles: _____ \$2,500 _____ **Planned Participant Entry Fee:** ___ \$125 ___

Other: _____ N/A _____

EXPECTED EXPENSES: _____ \$8,000 _____

NET REVENUE EXPECTED: _____ \$8,500 _____

HOW WILL PROCEEDS BE DISTRIBUTED: _____ to CCDC via check and registration site (golfstatus.com / Stripe) _____



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	1/5/2024
Organization:	Children's Community Development Center ("CCDC")
Address:	90 Hillspoint Road Westport, CT 06880
Organization Mission:	Non-profit preschool educational childcare center
Date of Tournament:	9/27/2023
Name of Individual in charge of on-site day of event:	Andrew Bloom
Contact Number:	203-247-5667
Email:	andrewjeremybloom@gmail.com / golf@myccdc.org

Number of Participants: 72 Participant Entry Fee: \$125

REVENUE REALIZED: \$17,121

Tournament Fees:	\$9,286
Sponsor:	\$4,985
Raffles:	\$2,850
Other:	
Other:	
Other:	

TOTAL REVENUE REALIZED \$17,121

TOTAL EXPENSES (Show Details on back of this form) \$8,395

NET REVENUE REALIZED \$8,725

DISTRIBUTION OF PROCEEDS:

Organization	Amount
CCDC	\$8,725

TOTAL DISTRIBUTION OF PROCEEDS: \$8,725



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PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
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Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: _____ CCDC _____

Tournament Date: 9/27/23

Expense	Amount
Longshore Facility (greens fees, carts)	\$3,796
Expense	Amount
Prizes (Longshore gift certificates, GolfStatus Outing)	\$1,590
Expense	Amount
Food/Beverage (Colony Pizza, JRs, Stop & Shop, Dunkin Donuts, Greens Farms Liquor, CVS, Cumberland Farms)	\$3,009
Expense	Amount
_____	Amount
Expense	Amount
_____	Amount
Expense	Amount
_____	Amount
Expense	Amount
_____	Amount
Expense	Amount
_____	Amount
\$8,395	TOTAL ALL EXPENSES



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
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 260 COMPO RD S, WESTPORT, CT 06880
 (203) 341-5090



Proposed Benefit Golf or Golf/Tennis Tournament Operating Plan

Today's Date:	December 31, 2023
Organization:	Westport Wreckers Rugby Club aka Tryline Rugby Club Inc.
Address:	PO Box 264 Greens Farms CT 06838
Organization Mission:	Benefit Boys and Girls High School Rugby Teams
Requested Date of Tournament:	August 12, 2024
Name of Individual in charge on-site day of event:	James Adrian
Contact Number:	203-856-3685
Email Address:	jim@adriancassidy.com

ANTICIPATED REVENUE:

Tournament Fees:	<u>\$25,000</u>	Expected Number of Participants:	<u>100</u>
Sponsors:	<u>\$5,000</u>		
Raffles:	<u>\$2,000</u>	Planned Participant Entry Fee:	<u>\$250</u>
Other:	<u>\$3,000</u>		

EXPECTED EXPENSES: \$10,000

NET REVENUE EXPECTED: \$25,000

HOW WILL PROCEEDS BE DISTRIBUTED:

- Payment of Boys and Girls Rugby Expenses
- Supplementing SHS Resources
- Purchase of Uniforms, Gear, Balls
- Coaches Salaries



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
 LONGSHORE CLUB PARK
 260 COMPO RD S, WESTPORT, CT 06880
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ACTUAL BENEFIT GOLF OR GOLF/TENNIS TOURNAMENT RESULTS

Today's Date:	December 31, 2023
Organization:	Westport Wreckers Rugby Club aka Tryline Rugby Club Inc.
Address:	PO Box 264 Greens Farms CT 06838
Organization Mission:	Benefit Boys and Girls High School Rugby Teams
Date of Tournament:	June 26, 2023
Name of Individual in charge of on-site day of event:	Mandy Germishuys
Contact Number:	203-246-3170
Email:	themadgerms@gmail.com

Number of Participants: 100 **Participant Entry Fee:** \$250

REVENUE REALIZED:

Tournament Fees:	\$25,000
Sponsor:	\$5,000
Raffles:	\$5,000
Other:	\$8,000
Other:	
Other:	

TOTAL REVENUE REALIZED \$43,000

TOTAL EXPENSES (Show Details on back of this form) \$8,000

NET REVENUE REALIZED \$35,000

DISTRIBUTION OF PROCEEDS:

Organization	Amount
Westport Mens and Girls 2024 Rugby	\$35,000

TOTAL DISTRIBUTION OF PROCEEDS: \$35,000



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 COMPO RD S, WESTPORT, CT 06880
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Actual Benefit Golf or Golf/Tennis Tournament Results

Organization: Westport Wreckers Rugby Club

Tournament Date: June 26, 2023

Expense	Amount
<u>Course and Cart</u>	<u>\$3,500</u>
Expense	Amount
<u>Food & Beverage</u>	<u>\$3,500</u>
Expense	Amount
<u>Insurance & Miscellaneous</u>	<u>\$1,000</u>
Expense	Amount
<u> </u>	<u> </u>
Expense	Amount
<u> </u>	<u> </u>
Expense	Amount
<u> </u>	<u> </u>
Expense	Amount
<u> </u>	<u> </u>
Expense	Amount
<u> </u>	<u> </u>
TOTAL ALL EXPENSES	<u>\$8,000</u>

Parks and Recreation Commission

Meeting Date: February 28, 2024

Agenda Item: #5

To take such action as the meeting may determine relative to a request from Westport P.A.L. to use Compo Beach for the 2024 town fireworks.

Background Information:

Annual request to host fireworks at Compo Beach.

Back-up Documents:

Letter from Craig Bergamo, President, Westport Police Athletic League.

Staff Recommendation:

Staff recommends approval of the request.

Resolution Format:

The Parks and Recreation Commission grants approval to the Westport Police Athletic League to host the 2024 Fireworks at Compo Beach on Tuesday, July 2nd, rain date Wednesday, July 3rd. Compo Beach parking lots to close at 4PM and reopen to only fireworks ticket holders. Additionally, entry fee per car is approved at \$50.



January 2, 2024

Jennifer Fava, Director
Parks and Recreation Department
Town of Westport
260 Compo Rd South
Westport, CT 06880

Dear Jennifer,

The Westport Police Athletic League has requested that in conjunction with co-sponsorship by the Westport Parks and Recreation Dept., Westport PAL be allowed to conduct the annual Fourth of July Fireworks event at Compo beach on Tuesday July 2nd with a rain date of Wednesday July 3rd.

We request approval for the following:

1. That the Commission close Compo Beach at 4:00PM on Tuesday July 2nd (rain date Wednesday July 3, 2024).
2. That PAL be allowed to charge \$50 per car for entry into Compo Beach after 4:00PM on that date, so as to create an escrow account for continuance of the event annually.
3. That additional parking be allowed in the grass area.
4. That sponsor banners be placed at the beach.

In making our request, we are agreeable that the commission stipulate that tickets be pre-sold prior to the event, and that no tickets will be sold at the beach immediately preceding the event.

Sincerely,

Craig Bergamo
President Westport PAL.

Parks and Recreation Commission

Meeting Date: February 28, 2024

Agenda Item: #6

To take such action as the meeting may determine relative to revising the Pickleball Handpass policy to be consistent with the other racquet sports handpass policies.

Background Information:

Follow up to discussion from the January 17, 2024, Parks and Recreation Commission meeting.

Back-up Documents:

Revising Pickleball Handpass to be Consistent with Other Racquet Sports Handpasses
Memo from Jennifer Fava, Director of Parks and Recreation, dated February 22, 2024.

Staff Recommendation:

Staff recommends approval of the policy as proposed.


Resolution Format:

The Parks and Recreation Commission approves the clarification of the Handpass policy as proposed.



WESTPORT CONNECTICUT
PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 COMPO ROAD SOUTH, WESTPORT, CT 06880

MEMO TO: Parks and Recreation Commission

MEMO FROM: Jennifer Fava, Director of Parks and Recreation 

DATE: February 22, 2024

RE: **Revising Pickleball Handpass to be Consistent with Other Racquet Sports Handpasses**

While discussing the handpass fees as part of the January 17, 2024, Parks and Recreation Commission meeting it was requested that we have further discussion related to the changes from the Pickleball pass to the Pickleball Handpass that was approved at that meeting. The Department feels it is important to clarify and make the requirements and entitlements consistent.

Due to the increase in use and feedback from the Racquets Advisory Committee and customers about people monopolizing courts, it is important for us to take a consistent approach to the use of all our racquet sports facilities. This also serves as a way to give residents priority over our facilities.

Additionally, as part of a department review it was determined that people were misusing the system and cross booking reservations when they did not have such privileges. As part of the upgrade to the court reservation system, it no longer allows for booking reservations with telephone numbers or cross booking.

Attached is a Handpass Breakdown, which indicates the various available handpass categories and the privileges that accompany each type of handpass. In general terms, any handpass allows access to the pools and courts and the specific type of handpass may provide fee entitlements and the capability of making a reservation for that particular handpass type up to five (5) days in advance.

The one exception is the Compo Beach pickleball courts where a handpass is not required to use them but is necessary if making a reservation for those courts. This exception is to allow any user of Compo Beach access to this amenity, just as they have with the other amenities within the property (excluding the marina).

Therefore, the department requests to change the Handpass policy to read as follows:
A Parks and Recreation Handpass is required for resident privileges related to the use of the Town of Westport's golf, tennis, platform tennis, pickleball, Longshore Pool and Staples Pool facilities.

attachment

Handpass Breakdown

	Handpass*	Tennis*	Pickleball*◇	Platform*	Golf	Golf & Tennis	All Racquets*	Deluxe Combo
Access to LS Pool, Staples Pool, Tennis Courts, Pickleball Courts and Platform Tennis Courts	✓	✓	✓	✓	✓	✓	✓	✓
Reduced court fee at LS tennis	✓		✓	✓	✓			
Reduced greens fees					✓	✓		✓
Waiver of court fees		✓				✓	✓	✓
May book reservation up to five (5) days in advance for respective handpass		✓	✓	✓	✓	✓	✓	✓

*Excludes Longshore Golf Course

◇Pickleball Handpass not required for Compo Beach Courts