



**MINUTES – October 7, 2021 MEETING
VIRTUAL VIA WEBEX**

Chair Kevin Toliver-Lyons called the October 7, 2021 Meeting of the Parks, Recreation and Cultural Arts Advisory Board to order at 6:36 PM.

ROLL CALL:

MEMBERS PRESENT: Sean Atkinson, Kathy DiBona, Claire Garrett, Alex Hochberger, Sharon Nitzberg, and Kevin Toliver-Lyons.

MEMBERS ABSENT: Ettore DeTorres, Bonnie Fiallo, Jon McMillan, and Zohar Wolfson.

STAFF MEMBERS PRESENT: Ricky Engle, Director and Sandra Betton, Administrative Assistant II recording the Minutes.

APPROVAL OF MINUTES:

August 5, 2021 Meeting

A motion to approve Minutes of the August 5, 2021 Meeting was made by Claire Garrett; the motion was seconded by Ettore DeTorres and the Minutes were approved by unanimous vote.

September 2, 2021 Meeting

A motion to approve Minutes of the August 5, 2021 Meeting was made by Claire Garrett; the motion was seconded by Ettore DeTorres and the Minutes were approved by unanimous vote.

DEPARTMENT REPORT:

Ricky Engle gave the following department updates:

- First item is we discussed when we had the meeting at Boulevard Heights about the sunshine law, and the comment had been that people could send out something by email to everyone, and as long as nobody responded to the email it would be okay; and during the discussion it was talked about, that it is always very easy not to realize and respond and that did happen. When Sean Atkinson sent out a letter to everyone, someone did respond back to Sean and I do not know that they realize they were doing that. So just a reminder that technically would have been a violation of the sunshine law, although very minor, it is still technically a violation. So we just need to make sure everybody is aware.

You cannot go back and forth with emails on an item that either has been up for discussion, or is going to come up for discussion at the meeting. So again be very careful with that, and this is just a reminder.

- Just wanted to let everybody know the two letters that were approved at the last meeting, did go to the City Commission, in fact, Commissioner Shuham brought up the inventory letter yesterday at the commission meeting, so the letters did get to the commissioners, so just wanted to make sure everybody was aware of that.
- The dog beach Ordinance basically got approved since the last meeting so that goes into effect. They did modify it a little bit instead of being Monday through Thursday, 9am to 5pm, they actually extended the hours to seven days a week. Basically 9am to 2pm or 3pm on Friday, Saturday and Sunday; and Monday through Thursday, it goes whatever hours that the lifeguards are there. So in the winter months the lifeguards are there until 5pm but in the summer like this past summer they extended the hours to 6:30pm, so in that case the dog beach will be open to 6:30pm. Friday and Saturday from 3pm to 7pm or 4pm to 8pm depending on daylight savings, we are still charging during those times. It will probably go into effect the middle of this month because we have to get signage up and start advertising it, but the dog beach will be open extended hours and days. As of now it has been our favorite dog park brand. There is a fee for Friday, Saturday and Sunday, from 3pm to 7pm during non-daylight savings time and during daylight savings, the hours are 4pm to 8pm. The fee varies whether you are a resident or a non-resident, there is a daily rate and then there is a three month rate or a six month rate; so it depends on how often you use it.
- So a couple other updates for 441 playground was approved by the Commission. So now we're just working with the manufacturer and timing on when we get installed. One thing we are finding like everything else out there with COVID, materials are taking much longer to get than previously. So what might have happened in a month or two is now taking three or four months because the playground companies are having a hard time getting the equipment and getting the materials they need to build them. But the good news is we have a bunch of playgrounds that are approved by the commission that are in the manufacturers hands, so we hope to start seeing some of those go in the ground. Hopefully by next month, we start seeing some of them. But once started, they can move pretty quickly. The artificial turf project at the West field at Boulevard Heights Community Center, had to be pushed back. We were originally going to start the end of August. The contractor could have done the demolition work, but they could not get the carpet, so rather than tear up the field and have it sit until the carpet came in, we pushed the project back to the middle of November; and at that point, the carpet will be here so they can do the work all at once. That way we were able to work with the sports group to not interfere with their schedules; so we kept it open as much as we could.
- Yesterday, the Commission approved the Children's Services Council grants for our after school and summer camp programs. We received \$554,000 that got approved by the Commission yesterday.
- The Commission also approved the extended lease agreement with the school board for our administrative building here at McNicol and also we did some house cleaning with our Interlocal agreement for the community center. There is no charge for that building;

but we have a 40 year lease with the School Board on that, so we just did some language cleanup and that got approved yesterday.

- There is a Marina Master Plan and do not know if everyone is aware of that, but we are working on that for the last couple of months. There are public meetings that you are all welcome to attend. They are going to be WebEx meetings, but the first meeting is on October 13th, which is next Wednesday, that is from 6pm to 7:30pm; and those meetings are to get input from the public, so it is a chance for you to get involved. Then there is the second meeting on Thursday, October 14th, at 4:30pm. Again, same thing WebEx meeting. This will be the first set of public meetings. They will also do a second set of public meetings probably late November to give them more update and get more involvement, it is a process. There is also a survey on the city webpage, and if you want to do that survey, you can do that as well. So that is going on with the Marina.
- Then as I always promised I would update you on the ongoing projects out there, the Art and Culture Center is moving along, they plan on getting that to the building department before December, the plans are like 90% complete. It is critical because if they do not get to Planning before the end of December, the building code changes, and it would end up costing more money for the building, because the new building code next year requires buildings to be higher, so that would be an added cost. So they are trying to get that building through because it is not one of those in the situation where the current level of the building is in a flood area, so really it is fine the way it is.

Ricky Engle responded to questions and comments regarding the department update.

PRESENTATION – FRDAP Grant Application

Discussion of 2022 Florida Recreational Development Assistance Program (FRDAP) grant applications in the amount of \$200,000 for improvements to Stan Goldman Memorial Park.

Discussion of 2022 Florida Recreational Development Assistance Program (FRDAP) grant applications in the amount of \$50,000 for improvements to Poinciana Park.

Earlier today, we just held public meetings at 4pm and 5pm, as we are going to submit for two DEP grants, which is the Florida Recreation Development Assistance Program. \$200,000 grant for Stan Goldman Park and \$50,000 grant for Poinciana Park; so we are submitting those. They are due by October 15th, so we get points for having public meetings and for letters from like the civic groups in those areas. So we have done all that work, because we just started the process like a week ago, so we are making sure we get those in time.

OLD BUSINESS:

Review draft of letter from the Board to the Commission. (Alex Hochberger)

Discussions ensued with Board members regarding letter of Recommendation to Commission to create a provision permitting groups to rent community centers and park facilities and possess reasonable amount of alcohol.

A motion was made by Alex Hochberger to propose that we adopt the letter with the edits. Claire Garrett seconded the motion; and the motion was approved by unanimous vote

Follow up information on the Traffic Garden. (Sharon Nitzberg)

Sharon Nitzberg stated she was told at our last meeting that they were scouting out different properties or places within the park system. One thing that was brought up when she presented it to the Commission and then when we spoke last week was, there seems to be a lot of program driven part of this traffic garden, which is definitely a part of having a traffic garden or a city garden. But it is an open park for people to come with their children and their bicycles and their little tricycles to use these traffic gardens whenever they want, just like any of the other parts of the park and playgrounds are used. She does not want it to be thought that it is so difficult to implement that it has to be program driven, either with the police, the fire, or the Department of Transportation. In the City of Pinecrest in Miami-Dade, the police and fire department a couple weekends ago did a wonderful program for bicycle safety. It did not do a lot regarding children, and children learning to navigate the roads, it was mostly for the serious bicyclists and the recreational cyclists and I would like to see something like that be brought to the city given that we have those mobility trails throughout the city that she thinks has to incorporate a lot of safety, and she thinks having a traffic garden is where you start where there are little bitty kids learning to navigate the streets the roundabouts the crosswalks, the bins, the school crossings, railroad crossing four way stops yield signs. So just wanted to make it clear that do not think that the city needs to think in terms of it totally being a program.

Sharon Nitzberg stated when she was researching this, and getting in touch with other cities with these traffic gardens, she saw that they had gotten funding also from Department of Transportation, car manufacturers, and Walmart donated the little bikes and helmets and the knee pads or elbow pads.

Claire Garrett stated that at the previous meeting the Board had discussed tracking of letters to the City Commission.

Extensive discussion ensued amongst Board members regarding the tracking of letters to the City Commission.

Kevin Toliver-Lyons made a motion to recommend Sean Atkinson be removed from the Board and sent to the City Commission. Sharon Nitzberg seconded the motion. The motion failed on majority vote.

Ricky Engle stated the Board can make the recommendation to the City Commission, and then it will be up to them, ultimately to make a decision.

Board members discussed the motion and general consensus was tabling the motion until discussions of a concrete ethics code of conduct which was listed in New Business on the agenda.

A motion was made by Alex Hochberger to empower the chair to mute any member from being disruptive. Kathy DiBona seconded the motion; and the motion was approved by majority vote.

Claire Garrett requested to table until the next meeting, further discussion of finding a workable process for tracking letters, to focus on the code of ethics.

NEW BUSINESS:

A concrete ethics code of conduct for us to follow during our monthly meetings. It was brought up during last month's meeting by one of our members that we impose a 3 strikes and you are out policy for rude, inappropriate and disrespectful behavior. (Sharon Nitzberg)

Extensive discussion ensued amongst Board members regarding code of ethics.

A motion was made by Kathy DiBona to adopt Robert's Rules of Order as the Board's operating manual. Alex Hochberger seconded the motion; and the motion was approved by majority vote.

ADJOURNMENT:

There being no other business, Alex Hochberger made a motion to adjourn the meeting, Sean Atkinson seconded the motion and by voice vote the meeting was adjourned at 9:15pm.

Next Meeting: November 4, 2021 at 6:30 PM via WebEx.