



**CITY OF COCONUT CREEK
PARKS AND RECREATION ADVISORY BOARD
MINUTES**

**Government Center
4800 West Copans Road
Coconut Creek, FL 33063**

**Date: May 18, 2022
Time: 6:30 p.m.
Meeting No. 2022-0518**

1. CALL TO ORDER

The meeting was called to order by Director of Parks and Recreation Wayne Tobey at 6:31 p.m.

2. PRESENT UPON ROLL CALL

David Anderson
Kenneth Forbes
Randy Johnson
Joel VanHemel
Steven LaMay
Alfred Delgado, Alternate

Also present: Parks and Recreation Director Wayne Tobey, Parks and Recreation Assistant Director Danielle DeBarros, Parks and Recreation Superintendent Janet Hull, City Clerk Joseph Kavanagh, Assistant to the City Manager Bernadette Hughes, Administrative Coordinator Danielle Nowak, and Deputy City Attorney Kathy Mehaffey.

Parks and Recreation Director Wayne Tobey noted that the meeting was being conducted live with a quorum physically present, and explained that, in light of the pandemic, accommodations were made to allow the public to provide advanced comments without the need to attend the meeting. He explained the procedures for public participation and comment for the meeting.

3. INPUT FROM THE PUBLIC

Ron Gestewitz, 490 NW 43 Avenue, Coconut Creek, thanked the Board and City for the new pickleball courts at the Community Center. He noted the four (4) temporary courts at Windmill Park were being utilized by locals and asked that they remain available with the opening of the new permanent courts.

Administrative Coordinator Danielle Nowak stated that no advanced public comments were received for the meeting.

4. OATH OF OFFICE

City Clerk Joseph Kavanagh administered the Oath of Office to the members of the Parks and Recreation Advisory Board. He thanked the Board members for their commitment to the City's parks and to making the City a better place.

5. INTRODUCTION OF BOARD MEMBERS AND STAFF

Staff and Board members introduced themselves in turn.

6. OVERVIEW OF THE CITY'S VISION 2030 STRATEGIC PLAN, INCLUDING UNITY IN OUR COMMUNITY

Assistant to the City Manager Bernadette Hughes presented the City's Vision 2030 Strategic Plan. She shared the City's Vision Statement, Mission, and Values. She discussed the five (5) key areas of focus for the City, and explained that the budget was aligned to the categories. She encouraged the members of the Board to review the document in full and see the survey data which had fed into it. She reviewed the Unity in Our Community summary document and explained its origins.

Item 7 was addressed following Item 11 on the agenda.

7. OVERVIEW OF FLORIDA'S SUNSHINE LAW, PUBLIC RECORDS LAW, ETHICS LAWS, AND COCONUT CREEK'S LOBBYIST REGISTRATION REQUIREMENTS

Deputy City Attorney Kathy Mehaffey provided an overview of what it means to be a board member and gave a thorough presentation on the following topics:

- Sunshine Law – Section 286.011, Florida Statutes;
- Public Records Law – Chapter 119, Florida Statutes;
- Voting Conflicts of Interest – Section 112.3143, Florida Statutes;
- Nepotism – Section 112.3135, Florida Statutes;
- Code of Ethics for Public Officers and Employees – Section 112.313, Florida Statutes;
- Lobbying and Lobbyists;
- Social Media;
- Board Basics; and
- Parliamentary Procedure.

Deputy City Attorney Mehaffey encouraged the Board members to contact their staff liaison or the Legal Department with any questions.

8. OVERVIEW OF BOARD MISSION, GUIDELINES, AND 2022-2023 OBJECTIVES

Administrative Coordinator Nowak referenced the backup materials provided for the item and noted the materials had been printed for each Board member.

Mr. Tobey provided an overview of the Parks and Recreation Advisory Board, including communication and responsibilities.

9. ELECTION OF CHAIR AND VICE CHAIR

Board Member Randy Johnson nominated Kenneth Forbes as Chair, seconded by Board Member Joel VanHemel. With no further nominations from the floor, Mr. Forbes was seated as Chair.

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Board Member David Anderson nominated Randy Johnson as Vice Chair, seconded by Mr. VanHemel. With no other nominations from the floor, Mr. Johnson was seated as Vice Chair.

10. APPROVAL OF MINUTES

A MOTION APPROVING THE MINUTES FROM PREVIOUS PARKS AND RECREATION ADVISORY BOARD MEETING(S). (2022-0119)

MOTION: Johnson/Anderson – To approve the Minutes of the January 19, 2022, meeting as presented.

Upon roll call, the Motion passed by a 5-0 vote.

AGENDA ITEMS

11. LAKESIDE PARK IMPROVEMENT DISCUSSION

Mr. Tobey introduced Public Works Project Supervisor Brian Rosen and Nikolas Marchan, from CPZ Architects, Inc.

Mr. Marchan reviewed a *PowerPoint* presentation, regarding the architectural design for the planned Lakeside Park improvements, beginning with a description of the existing site. He noted a zoning discrepancy currently being addressed by City staff. Continuing, Mr. Marchan reviewed the proposed improvements and their locations. He noted potential changes due to the Development Review Committee (DRC) comments and explained additional changes may come out of the public hearing process.

Mr. Marchan answered questions from the Board regarding availability of standard and Americans with Disabilities Act (ADA) parking, pavilion size, use of grass versus turf, water retention areas, access roads, interaction with Tradewinds Elementary School, and traffic considerations.

12. RECREATION AND ATHLETIC PROGRAM UPDATES

Parks and Recreation Superintendent Janet Hull provided an update on the following recreation and athletic programs:

- Lion King youth theater performance;
- Kids to Park Day;
- National Parks and Recreation Month in July;
- Spelling Bee;
- Summer camp;
- Youth boys' basketball league;
- Co-ed and women's double outdoor pickleball leagues;
- Indoor co-ed youth volleyball;
- Youth flag football and cheerleading; and
- Girls' basketball league

Board members asked about the Dog Expo. Director of Parks and Recreation Tobey provided an update on the event, noting it was well attended.

13. CREEK FIT UPDATE

Ms. Hull discussed Creek Fit and its all-encompassing fitness and wellness programs. She stated membership was up and close to pre-COVID numbers. She reviewed updates, including:

- New treadmills planned for the Community Center;
- Family Health and Fitness Day; and
- Senior Health and Fitness Day.

14. PARKS UPDATE

Ms. Hull shared that the City was a National Recreation and Park Association (NRPA) “Perk Your Park” finalist contestant for a \$75,000 grant for Coco Point Park. She explained voting would take place on social media August 1 to September 12, and more information would be provided to the residents as soon as the City received it.

Ms. Hull provided additional parks updates as follows:

- Little League Baseball Jamboree would be held on June 4;
- Little League Softball Jamboree would be held on May 20;
- Pickleball courts at the Community Center were open for play, new benches and windscreens would be added, and the lights would be adjusted;
- Lakewood and Coco Point playgrounds were temporarily closed for renovations;
- Sabal Pines and Community Center playgrounds would be closed for resurfacing maintenance for two (2) to three (3) days; and
- Gerber west and east fields and Sabal north field were closed for sod replacement.

Mr. Tobey commented on the “Perk Your Park” contest and encouraged the Board members to go out to their neighbors and promote voting. He noted the improvement would be a part of the Parks and Recreation Master Plan. Discussion ensued on promotion of the competition and confusion surrounding open field play at Hosford Park.

15. SPECIAL EVENTS UPDATE

Ms. Hull provided an update on special events, including:

- Memorial Day ceremony would be held on Monday, May 30, at Veterans Park hosted by the City of Coconut Creek and American Legion Post 170;
- Senior Vendor Expo would be planned for June 30 at the Community Center;
- Juneteenth Freedom Day Celebration at City Hall would be on Friday, June 17;
- Hot Dogs and Hot Rods Car Show would be held on July 2 at the Community Center;
- Concert in the Park at Sabal Pines Park would be held on June 9 and August 6; and

- Movie in the Park at Sabal Pines Park would be held on May 28 and July 15.

16. COMMUNICATIONS AND REPORTS

Mr. Tobey shared that the Parks and Recreation Master Plan would be moving forward, with playground equipment installed at Lakewood and Coco Point Parks with funding from the Community Development Block Grant (CDBG) Program. He stated equipment was ordered for Donaldson Park and would be expected in November, barring delays. He stated a Community Visioning meeting would be scheduled for Tuesday, May 31, at the Recreation Complex to discuss the vision for Lakeside Park.

17. SET DATE OF NEXT MEETING

Mr. Tobey stated the next meeting would be scheduled for Wednesday, September 21. He noted if there was need for the Board to discuss the Parks and Recreation Master Plan improvements prior to that date, an additional meeting would be called.

18. ADJOURNMENT

The meeting was adjourned at 8:36 p.m.

Joseph J. Kavanagh, City Clerk

Date