



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

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: February 15, 2017  
Time: 6:30 p.m.**

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**1. Call to Order**

The meeting was called to order by Chair Paul Gajus at 6:30 p.m.

**2. Present upon roll call:**

Chair Paul Gajus  
Vice Chair Kenneth Forbes  
Elliot Rappaport  
David Anderson  
Michel Chamberlain (Alternate)

Absent: Randy Johnson

Also present: Wayne Tobey, Director of Parks and Recreation  
Danielle DeBarros, Assistant Director of Parks and Recreation  
Dan Nelson, Housing and Grants Specialist  
Marianne Bowers, Deputy City Clerk

**3. Approval of Minutes: October 20, 2016**

**MOTION:** Chamberlain/Forbes - To approve the Minutes of the October 20, 2016, meeting.

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

**4. Discussion of Recreation Trails Grant Program for Winston Park Nature Preserve**

Housing and Grants Specialist Dan Nelson gave a *PowerPoint* presentation regarding a grant application for the Winston Park Nature Preserve trail expansion. He explained that the City was applying for the Recreational Trails Program through the Florida Department of Environmental Protection. He noted that the City applied for the grant last year for an extension to the Sabal Pines Park greenway trail, but the grant was not awarded.

Mr. Rappaport asked why the City did not receive the grant, and Mr. Nelson explained that a canal easement needed to be vacated in order to proceed with phase two of the Sabal Pines greenway project.

Mr. Nelson went on to explain the City's Greenway Master Plan, showing the proposed trail extension from the Winston Park Nature Preserve to the Hilton Road Greenway. He noted that the trail would be approximately 1600 linear feet. The Board requested that the *PowerPoint* presentation be emailed to them.

**MOTION:** Chamberlain/Anderson – To support staff in submitting a grant application to the Florida Department of Environmental Protection for the Winston Park Nature Preserve trail extension.

**The Motion passed by a unanimous voice vote.**

## **5. Discussion of Special Events**

Parks and Recreation Director Wayne Tobey stated that the Butterfly Festival would be on Saturday, February 25, starting at 1 p.m. and ending at 8:30 p.m. He noted that there would be three bands, fireworks, and about 80 vendors at the Butterfly Festival.

Mr. Tobey distributed flyers and discussed the following upcoming Parks and Recreation special events:

- Movie in the park
- Concert in the park
- Coconut Creek Car Show
- Time Capsule

Mr. Tobey discussed the Creek Idol singing competition, noting that there were eight contestants, and stated the top three winners.

## **6. Update on Windmill Park Project**

Mr. Tobey stated that construction had not yet started on the Windmill Park improvements. He explained that the City received two grants from the Florida Recreation Development Assistance Program (FRDAP) and was waiting for the State to give notice to proceed. Discussion ensued regarding the timeline of the project.

Mr. Anderson asked what type of notifications would be done, letting residents know about construction in the park because school children use the park to get to Coconut Creek Elementary School. Mr. Tobey answered that fencing would be put up, and City staff met with the School Principal, who would notify the parents.

## **7. Discussion of New Electronic Agenda Process**

Deputy City Clerk Bowers explained the new electronic agenda process. She stated that some of the reasons for going electronic were to reduce the amount of paper being used and improve efficiency internally between departments. She went on to give a brief overview on accessing the agenda through the City's website.

## **8. Correspondence and Reports**

Assistant Director of Parks and Recreation, Danielle DeBarros, discussed the City's summer camp program. She explained that this year residents would have two enrollment options: 1) paying for the full eight weeks, 2) paying weekly. Ms. DeBarros stated that summer camp would run from June 19 to August 11, and staff anticipated an enrollment of 350 kids.

Ms. DeBarros explained the new Senior Roundtable program led by Senior Recreation Programmer Joy Mastrocola. She stated that the purpose of the program was to get local cities together to discuss ideas regarding senior activities. She went on to discuss the following upcoming activities:

- Pickleball Tournament
- Country Heat Live Linedancing
- Kids Club (ages 6 through 12)

Discussion ensued regarding the new activities.

Ms. DeBarros discussed several changes at the fitness centers, including modified group class schedules and activities to compete with the other fitness centers in the area. Ms. DeBarros also mentioned the 15<sup>th</sup> Annual Butterfly Run, noting it moved from Sabal Pines Park to Tradewinds Park due to larger attendance. Mr. Gajus stated that the move to Tradewinds was safer for the runners, and welcomed the change.

Mr. Tobey gave an update on various playgrounds throughout the City, and noted that staff was looking into themed playground equipment for Lakeside Park and Cypress Park. He stated that there would be a waterway clean up event at Donaldson Park and the Community Center on March 4, and anyone interested in volunteering for the event could register at [waterwaycleanup.org](http://waterwaycleanup.org). He gave an update on the request for a telescope at Oak Trails Park. He explained that he could not find a vandal proof telescope for stargazing. Mr. Chamberlain suggested using the Astronomical Society to host a program, as they provide the equipment.

Mr. Gajus asked for an update on the grant for lights at Sabal Pines Park. Mr. Tobey answered that the grant was approved. Discussion ensued regarding the lighting.

Mr. Chamberlain recommended that the City implement an acoustic open microphone program at the Recreation Complex for local musicians. Discussion ensued. Mr. Tobey said they would look into it.

Mr. Rappaport asked if the City had a policy that promotional items be made in the United States, and Mr. Tobey answered that there was no requirement. Mr. Rappaport also asked if meetings were normally noticed one week prior to meeting. Ms. Bowers explained that Chapter 286 of the Florida Statute governs the notice requirements for public meetings and states that reasonable notice must be provided. Discussion ensued regarding monthly meeting schedules.

## **9. Adjournment**

The meeting adjourned at 7:40 p.m.

Transcribed by: Justin Ayers

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Leslie Wallace May, MMC  
City Clerk