



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

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

**Date: August 16, 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 6:28 p.m.

**2. PRESENT UPON ROLL CALL:**

Chair Paul Gajus  
David Anderson  
Randy Johnson  
Elliot Rappaport  
Joel VanHemel (Alternate)

Also present: Director of Parks and Recreation, Wayne Tobey; Assistant Director of Parks and Recreation, Danielle DeBarros; Assistant City Attorney, Eve Lewis; and Deputy City Clerk, Marianne Bowers.

Absent: Vice Chair Kenneth Forbes

Deputy City Clerk Bowers informed the Board that Vice Chair Forbes had contacted the City Clerk Department to send notice that he would be unable to attend the meeting.

**3. INTRODUCTION OF BOARD AND STAFF MEMBERS**

Self-introductions were made by the Board Members and City Staff.

**4. OATH OF OFFICE**

The Oath of Office was administered by Deputy City Clerk Bowers.

**5. ELECTION OF CHAIR AND VICE CHAIR**

**MOTION:** Anderson/Rappaport - To nominate Randy Johnson as Chair.

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

**MOTION:** Anderson/Johnson - To nominate Paul Gajus as Vice Chair.

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

**6. OVERVIEW OF FLORIDA'S SUNSHINE LAW, PUBLIC RECORDS LAW, ETHICS LAWS, AND COCONUT CREEK'S LOBBYIST REGISTRATION ORDINANCE**

Assistant City Attorney Lewis distributed a packet to the Board Members and proceeded with an overview of the Sunshine Law; Public Records Law; Ethics Laws; and the City's Lobbyist Registration Ordinance. She highlighted the importance of not communicating Board business through Facebook or other social media platforms and explained that any emails Board members receive relating to Board business be forwarded to the City Clerk's public records email address (publicrecords@coconutcreek.net) for records management purposes.

**7. APPROVAL OF MINUTES**

A MOTION APPROVING THE MINUTES FROM PREVIOUS PARKS AND RECREATION ADVISORY BOARD MEETING(S). (2017-0215)

**MOTION:** Anderson/Gajus - To approve the Minutes of the February 15, 2017, meeting.

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

**AGENDA ITEMS**

**8. 50<sup>th</sup> ANNIVERSARY EVENTS FOR THE YEAR 2017**

Parks and Recreation Director Wayne Tobey summarized the 50<sup>th</sup> Anniversary events that had taken place throughout the year:

- Creek Idol singing competition
- Butterfly Run
- Butterfly Festival
- Car Show
- Retro Aerobics
- Zumba Under the Stars
- Senior Expo
- Movie Through the Decades
- Music Through the Decades

Mr. Tobey added that staff was working on implementing a Farmers Market at the Recreation Complex, which would be held every other Sunday, starting October 29, 2017, between 8 a.m. and 1 p.m.

**9. WINDMILL PARK RENOVATION PROJECT**

Mr. Tobey reported that the renovation project for Windmill Park was underway and that the park was scheduled to re-open in early 2018. He distributed a graphic, depicting the new layout of the park, and a rendering of the playground equipment to each Board Member. He noted that the playground area was proposed to have a barn theme. Discussion ensued regarding the various new features in the park, including exercise stations, water fountains, restrooms, and dog-washing stations. Mr. Tobey spoke about the proposed security measures for the dog park to ensure all dogs were properly vaccinated. Discussion ensued

regarding the park's vehicular and pedestrian access points. Mr. Tobey answered a question regarding the exercise equipment stations and noted that he would provide the Board pictures of the equipment at the next meeting. Discussion ensued. Mr. Tobey spoke about the multi-purpose walkways within the park. Vice Chair Gajus noted that there was a missing sidewalk connection on the west side of NW 45 Avenue behind Windmill Park, and Mr. Tobey stated that he would inform the appropriate staff to look into the issue.

#### **10. UPCOMING PARKS AND RECREATION EVENTS AND PROGRAMS.**

Parks and Recreation Assistant Director Danielle DeBarros distributed a flyer and calendar of activities and events for the remainder of 2017. She highlighted the following programs:

- Home Grown Concert Series
- Movie in the Park
- Farmers Market
- Field Day of Play
- ArtsFest
- Mayor's Fitness Challenge
- Monster Mash
- Fall Harvest Festival
- Handicraft Fair - Women's Club
- Senior Expo
- Jazz in the Courtyard
- Youth Basketball and Soccer Athletic Leagues

Ms. DeBarros encouraged the Board to visit the City's website for additional information on the various programs. Discussion ensued regarding the Jazz in the Courtyard event proposed for January 2018 at City Hall. It was noted that the Women's Club Handicraft Fair would be held at Sabal Pines Park in conjunction with the Fall Harvest Festival. Discussion ensued regarding the event.

#### **11. CORRESPONDENCE AND REPORTS**

Mr. Tobey distributed three graphics for the new youth soccer and basketball logos. He reported that Cypress Park was closed for the installation of new playground equipment and would be re-opening September 1, 2017. He showed the Board renderings of the new playground equipment and spoke about the flooring material.

Mr. Anderson requested additional police enforcement in the parks with school starting next week, and Mr. Tobey said the Police Department would be patrolling the areas.

Discussion continued regarding the summer camp program. Vice Chair Gajus asked for an update on the City Commission's recent direction to the City Manager to seek additional property for park space. Mr. Tobey reminded the Board that the City purchased land adjacent to Tradewinds Elementary school to expand Lakeside Park, and Assistant City Attorney Lewis noted that purchase agreements were pending for parcels in the north end of the City to expand Oak Trails Park.

#### **12. ADJOURNMENT**

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The meeting was adjourned at 7:35 p.m. and reopened at 7:36 p.m. to set the next meeting date for January 17, 2018.

The meeting was adjourned at 7:37 p.m.

Transcribed by: Marianne Bowers

Leslie Wallace May  
Leslie Wallace May, MMC  
City Clerk

1/17/2018  
Date

