



CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

Government Center
4800 W. Copans Road
Coconut Creek, Florida

Date: January 21, 2026
Time: 6:00 p.m.
Meeting No. 2026-0121WS

CALL TO ORDER

Mayor Jacqueline Railey called the meeting to order at 6:00 p.m.

PRESENT UPON ROLL CALL:

Mayor Jacqueline Railey
Vice Mayor Jeffrey R. Wasserman
Commissioner Sandra L. Welch
Commissioner Joshua Rydell
Commissioner John A. Brodie
City Manager Sheila N. Rose
City Attorney Terrill C. Pyburn
City Clerk Joseph J. Kavanagh

Mayor Railey asked all to rise for the Pledge of Allegiance. She noted that the meeting was being conducted live with a quorum physically present and broadcast live.

DISCUSSION – PARKS AND RECREATION POLICIES AND OPERATIONAL PROCEDURES

Deputy City Manager Scott Stoudenmire opened the discussion, summarizing the work completed by the City's Consultant Jack Kardys, JKS Strategies, over the last several months to evaluate the Parks and Recreation Department's operational procedures, field utilization, and special events programming. He explained that the findings had been summarized in two (2) reports that were being reviewed by staff and noted that those reports were not the focus of the meeting, however, they contained data relevant to the discussion. Deputy City Manager Stoudenmire stated this was an opportunity to discuss how operational procedures and policies could be done differently.

Parks and Recreation Director Wayne Tobey shared a *PowerPoint* presentation, summarizing findings from the previous six (6) months along with future options, department performance, programs and participants, customer satisfaction, volunteers and hours contributed, special events hosting, facility and field utilization, and future planned investments.

Mr. Tobey explained that the consultant had been retained to review Parks and Recreation policies and practices and provide actionable recommendations related to ballfield use and access, including guidance on addressing future needs and demands. He commented that this effort was not intended to replace a formal master planning or recreation program planning process, which would involve comprehensive community engagement, including statistically valid surveys, focus groups, broad stakeholder participation, and a series of community workshops to identify what residents need, want, and would support through participation. He listed the key areas identified that warranted attention, including uneven access and pricing policies, limited formal agreements with youth sports groups, and unused field capacity during peak hours at certain parks. Mr. Tobey further detailed stakeholder input, including:

- importance of equitable pricing and access to fields;

- inconsistent treatment of third-party youth sports non-profit organizations;
- the potential for offering a higher level of competition;
- staffing and field management;
- stronger marketing and community relations;
- enhancement of adult fitness opportunities and outdoor fitness equipment;
- Commission review and approval of sports program policies;
- ballfield access, lighting, community center hours of operation;
- need to evaluate Rec Trac software and alternatives for online registration; and
- non-profit organizations' use of facilities.

Commissioner Rydell commented that the study was flawed as it only dealt with outdoor sports and did not include the gymnasium or indoor spaces. City Manager Rose responded that the original focus was limited to the scope of the ballfields to address the feedback related to the soccer program and whether the City should be providing an option with a private provider for the recreational soccer program or potentially have private providers at the more competitive level in order to even the playing field between soccer, softball, and baseball. She suggested that the Commission provide their feedback related to the indoor sports and allow staff to get feedback on the outdoor sports, which would then be wrapped up together into a formal policy.

Mr. Tobey shared current field utilization rates, user groups, and the outdoor youth sports operating model, noting needs and trends were being evaluated to decide if the programs should be operated by City staff or youth sports organizations. He summarized potential options for future operation of the City's outdoor youth sports programs as follows:

Option 1 - Continue Creek Sports Model. The City would continue to operate foundational recreational level programs for soccer and flag football and provide free fields to youth sports organizations offering recreational baseball and softball. This model would allow for incremental growth aligned with available staffing and minimize risks associated with changes to policies and fee structures. It was noted that challenges may include attracting and retaining qualified coaches, which would require limiting or capping registrations.

Option 2 - Youth Sports Programming Partnerships. The City would dissolve Creek Sports programming and partnerships with current youth sports organizations. A formal Request for Proposals (RFP) process would be used to select four (4) recreation level youth sports organizations to manage soccer, flag football, baseball, and softball, which would standardize agreements, fees, and accountability. It was noted that this option carried a higher level of transitional risk to residents due to fee changes and reduced direct policy control.

Option 3 - Hybrid Approach. The City would continue Creek Sports for soccer and flag football, focusing on foundational recreational level programs, and maintain partnerships with existing recreation level youth sports organizations for baseball and softball, providing discounted rates for field usage. Partnerships could be developed with outside organizations for competitive/travel level programs through an RFP process offered only when Creek Sports were not in season. Implementation would be phased over one to two years. It was noted that the Public Works Department expressed concerns regarding how this model may impact the current condition of the fields without rest periods between seasons.

Discussion ensued regarding outsourcing to a company for all four (4) sports combined versus each individual sport; differences in program quality, oversight, and staffing; guidelines for referees; and how non-profits would collect fees. Commissioner Brodie stated he was not in favor of putting out an RFP when there were two (2) existing, self-reliant, parent-run programs for baseball and softball. He reviewed how the programs had historically been run, suggesting it was a model that worked. Concerns were also expressed regarding the availability of Park Rangers and the number of survey participants.

Commissioner Rydell spoke in favor of a second hybrid option, pointing out the challenges of having solely parent-run leagues, and suggested a formal partnership instead of an RFP. He spoke about the State's efforts towards property tax reform and the uncertainty with funding programming if property tax reforms passed.

There was consensus among the Commission that there needed to be consistency in written agreements, processes, and fees regardless of who was running the sports programs.

Pros and cons of the three (3) options were discussed:

- Parent-run versus organization-run programs;
- Field availability, capacity, rotation, and potential overuse;
- Travel team payment;
- Use of the RFP process;
- Competitive versus travel leagues;
- Time limits for each sport based on recreational or competitive use;
- Profitability;
- Succession planning; and
- Administration of programs.

Initial consensus was for a hybrid Option 2 with all four (4) sports being offered by entering into written agreements with youth sports organizations, grandfathering the existing baseball and softball organizations and going through a selection process for soccer and flag football. Further consensus was for fees to be charged for competitive programs.

Mr. Tobey then outlined the City's current indoor sports programs at the Community Center and Recreation Complex, which included basketball and volleyball. He stated that the City may choose to explore a formal RFP process for indoor sports also. He mentioned fees and equity considerations and the establishment of a consistent resident priority procedure. Discussion ensued regarding gym availability, coaching clinics, indoor and outdoor court availability, and co-city athletics.

Consensus was reached to keep the indoor sports policy the same as the outdoor sports policy consistent with a hybrid Option 2.

Mr. Tobey provided an overview of the City's current non-profit use of facilities and provided an outline of possible options for non-profit use of City indoor facilities in the future. Commissioner Rydell noted, for purposes of further discussion, that The Friendship Journey was a non-profit that had a partnership agreement with the City, confirming any decisions made on updated guidelines would have no effect on this partnership. Mr. Tobey confirmed. Discussion ensued regarding the following topics:

- Non-profit special events, including City staffing and overtime costs;
- The definition of a special event for the non-profits;
- Procedure for room reservation and scheduling;
- Gym and room/facility rental pricing;
- The number of non-profits supported by the City;
- Need for a consistent and transparent non-profit policy;
- Enforcement of non-City resident attendance;
- Current non-profit group gym rentals;
- Inclusion of Homeowners Associations (HOAs) as non-profits versus management companies;
- Other entities routinely using City space; and
- Revenue stream uncertainties.

Commissioner Rydell expressed his opposition to non-profits paying for the use of facilities built with

taxpayer dollars, with the exception of special events, such as fundraisers where participants were charged. Mayor Railey commented that the City was providing cleaning and set up services, as well as costs associated with utilities and wear and tear, cautioning opening up the spaces to everyone at no cost. Commissioner Brodie was not in favor of charging room rental fees for HOA meetings. He added that the non-profits should either accept City donations or pay for meeting facilities.

There was consensus by the Commission that if non-profits were using City facilities and were charging vendors to be part of their event, the non-profit should pay a fee; there would be no charge to Coconut Creek HOAs and non-profits for one (1) room per monthly organizational meeting with a maximum of 40 persons; and there would be a charge for special events if a non-profit was collecting any fees for their event. It was noted that the Rowe Center was not included in the one (1) monthly meeting allowance. Commissioner Rydell asked that a formalized policy be developed in lieu of a consensus due to the number of nuanced issues pertaining to how events were structured. City Manager Rose stated that the policy would be drafted by the City Manager's Office and Parks and Recreation Department and brought back to the Commission for approval. Mayor Railey requested a schedule of the current and proposed rental fees be provided, and Commissioner Rydell asked for rate sheets and gymnasium rental procedures also be provided.

Mayor Railey opened the floor for public comment.

Michael Guardino, 3956 NW 56 Street, Coconut Creek, spoke regarding the satisfaction rating, timelines for recreational versus competitive soccer, benefits and experience of the community's children for both soccer platforms, and the issue of children playing multiple sports.

Claudina Caiado, 6800 NW 39 Avenue, Coconut Creek, spoke regarding the lack of a martial arts program in the City, expressing interest in starting up a program.

Brian Cooper, 4120 NW 22 Street, Coconut Creek, discussed concerns about parent-run organizations in regards to the lack of coaches and volunteering versus programs run by organizations.

Brittney Rodriguez, President of the Girls Softball League, explained her role and responsibilities in running a youth sports organization program in the City, the time allotted for fields in different cities, and the collection of fees and how the fees are utilized. She expressed the need for standards, communication, and policies for parent-run organizations.

Resident Robens Decius spoke about his experience playing and coaching soccer, as well as his experience as a parent with the recreational soccer program. He shared his efforts in providing free player and coaches clinics for the soccer program and expressed his willingness to help the City with programming.

Tina Nuzzi, 3956 NW 56 Street, Coconut Creek, expressed concern about organizations renting fields at resident rates and asked how the City distinguished between a resident renting a field and an organization renting fields to ensure they were following the same protocols.

Parks and Recreation Assistant Director Danielle DeBarros explained the procedure for permitting fields, noting that proof of residency was required. Discussion ensued regarding enforcement and ensuring policies were in place to address the issue.

There were no further questions or comments from the public.

ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

Joseph J. Kavanagh, MMC
City Clerk

Date