



Meeting Minutes - Draft
Parks and Recreation Advisory Committee

Thursday, September 19, 2024

9:00 AM

BIG ARTS - 900 Dunlop Road

1. Call To Order

The meeting was called to order at 9:13 A.M. by Director Miller.

2. Pledge of Allegiance

Director Miller led the Pledge of Allegiance.

3. Roll Call

Present: 7 - Chairperson Christopher Denick, Vice Chair Tommy Williams, Committee Member Ralph Quillen, Committee Member Angi Semler Welch, Committee Member Kyle Sweet, Committee Member Wendy Walker and Committee Member Bernard Arroyo

a. Motion to Excuse Absent Members

All members were in attendance at this time.

4. Introduction of New and Reappointed Members

a. (Alphabetical by last name)

Director Miller introduced the new appointee, Mr. Brett Arroyo, and further welcomed back the reappointed members; Kyle Sweet, Chris Denick and Wendy Walker.

Mr. Arroyo gave a brief introduction of himself and thanked Council for his appointment.

5. Election of Chair and Vice Chair

Director Miller briefly detailed the process for running the election for Chair and Vice Chair. She then called for nominations for the position of Chair.

a. Election of Chair (Led by Director Andrea Miller)

Committeemember Williams nominated Committeemember Denick.
Committeemember Denick accepted the nomination and was unanimously voice voted as Chair.

b. Election of Vice Chair (Led by Director Andrea Miller)

Director Miller called for nominations for the position of Vice Chair.
Committeemember Denick nominated Committeemember Williams.

Committeemember Williams declined the nomination for Vice Chair.

Director Miller called for any additional nominations. Committeemember
Semler Welch nominated Committeemember Walker.

Committeemember Walker accepted the nomination and was unanimously
selected in a voice vote as Vice Chair.

6. Consent Agenda

a. Adoption of August 15, 2024, meeting minutes

schedule, the december meeting must be re-selected,
disucssion regarding december 11,

**Committee Member Semler Welch moved, seconded by Committee Member Quillen to
adopt the August 15, 2024 meeting minutes. The motion carried.**

b. Adoption of the 2025 Meeting Schedule

Director Miller introduced the item noting the December meeting needed to be
rescheduled do to conflicts with other meetings and Jewish holidays.
Committee Member discussion ensued regarding the date of the December
meeting and whether it needed to occur. Ultimately, the Committee concurred to
hold the meeting on December 11th of 2025.

**Committee Member Williams moved, seconded by Chair Dennick to approve the 2025
meeting schedule for the Parks and Recreation Advisory Committee and change the date
of the December meeting to December 11, 2025. The motion carried.**

7. Public Comment

No Public were in attendance at this time.

8. Old Business

a. Continued Discussion Sponsorship/Donation and Naming Recognition Policy

Director Miller detailed the draft policy for donations and the process for
approval. Ms. Miller noted the policy would be adopted by resolution and would
solely focus on donations and sponsorships. The next meeting would bring back
a naming rights policy draft resolution as these are similar discussions but
different policies that would have to be put in place. Chair Denick asked

Director Miller to give a brief overview of each of the sections of the draft resolution including: purpose, objectives, and definitions.

Discussion ensued regarding maintenance with specific sponsorship or donation like benches or equipment, park facility amenities. Additional discussion incurred regarding sharing with the community that the City is welcoming donations, Director Miller spoke to outreach and specific campaigning at time of events or word or mouth.

Director Miller continued overviewing the draft resolution. Committee members inquired about the authority of the City Manager to approve donations or sponsorships, designee aspects, budgeting aspects for events and whether funds are required are to be allocated to certain budget line items. Committee discussion continued regarding ensuring a timely and seamless process for the donation to be approved, potentially looking for thresholds to be written into the policy for faster approval.

Committee members noted the adjustability of the document as needed and thanked Director Miller for the provided draft.

- b. Update on Skate Park / Archery Range
 - i. Cost share request sent
 - ii. Long Term (TBD)

Director Miller provided an update from direction at the last meeting to clean up the skatepark area and to re-purchase archery equipment. She noted providing the school board with a cost share estimate, but has not received response as of the meeting. Discussion ensued regarding this being the bare minimum to at least clean the space and make it useable, Director Miller spoke to the biggest challenge being removing the large skating equipment.

9. New Business

- a. Sanibel Sports Contract - Supplement 1

Director Miller detailed the history of the group and agreement and further asked the committee to review the terms of the draft contract to ensure the group was in agreement as well as the cost recovery aspects. Discussion ensued regarding the participation numbers.

Committee members inquired about issues or challenges with the contract and the risks associated with the term of the contract of 3 years. Director Miller noted the benefit of not reviewing every year.

Committee Member Quillen moved, seconded by Committee Member Williams to extend the current Sanibel Sports Agreement as written for one year, to May of 2026. The motion carried.

10. Reports

a. Recreation Revenue

b. Recreation Memberships

Director Miller noted the reports are attached in the agenda packet for Committee Member and public review.

c. Ordinance 24-014 Update

Director Miller provided a verbal update on e-bikes regulations for the Shared Use Path, as ratified by City Council after the suggestion was made by the committee regarding Class 1 and 2 e-bikes. Ms. Miller further detailed that Eric Jackson, the City's Public Information Officer is working on education materials and signage for the educational component to the changes.

d. RentFun Equipment Stations Update

Director Miller gave a brief update regarding the RentFun equipment rental, noting that communications are on-going and the company has other municipalities it works with to show the use of the equipment.

e. Sanibel School Historical Enrollment Data

Director Miller spoke to school data and history of attendance numbers. Ms. Miller reported that 50% of kids at the Sanibel Recreation Center for Summer Camp are on some type of program to help pay for camp.

f. Recreation Facilities Update

Director Miller reported on the conditions of the outdoor tennis courts as well as work continuing on the gymnasium floor. The anticipated date of opening is October 21st. Ms. Miller further briefly reported on the playground equipment and when it is projected to be completed.

g. Committee Chair Report

Chair Dennick thanked Council for re-appointments as well as the Committee's new member. He also thanked his fellow Committee Members for trusting him with the position of Chair.

h. Committee Member Reports

No additional reports at this time.

11. Next Meeting Date

a. Thursday, October 17th, 2024, at 9 A.M. at BIG ARTS

Staff noted the next meeting would be held at BIG ARTS.

12. Public Comment

None at this time.

13. Adjournment

There being no further business, the meeting adjourned at 10:30 A.M.