



**Meeting Minutes - Draft**  
**Parks and Recreation Advisory Committee**

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Thursday, December 19, 2024

9:00 AM

MacKenzie Hall - 800 Dunlop Road

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**1. Call To Order**

The meeting convened at 9:00 a.m.

**2. Pledge of Allegiance**

In Chair Denick's absence, Vice Chair Walker lead the Pledge of Allegiance.

**3. Roll Call**

**Present:** 5 - Committee Member Ralph Quillen, Committee Member Angi Semler Welch, Committee Member Kyle Sweet, Committee Member Wendy Walker and Committee Member Bernard Arroyo

**Absent:** 1 - Chairperson Christopher Denick

**a. Motion to Excuse Absent Member(s)**

Director Miller noted communications received by Committee Member Williams. She detailed circumstances causing him to resign from the committee where he has moved to a close by community off island. In his communication, Mr. Williams thanked the Committee Members for the important work they do and encouraged them for a successful future.

Ms. Miller concluded by noting the vacancy will appointed by Council in February with help of the Clerk's Department.

**Vice Chair Walker moved, seconded by Committee Member Sweet to excuse Chair Denick. The motion carried.**

**Excused:** 1 - Chairperson Christopher Denick

**4. Consent Agenda**

**a. Adoption of the November 21, 2024 Meeting Minutes**

**Vice Chair Walker moved, seconded by Committee Member Quillen to adopt the November 21, 2024 Meeting Minutes. The motion carried.**

**Excused:** 1 - Chairperson Christopher Denick

**7. New Business**

**a. Shared Use Path Counts March 13 & 15, 2025**

Director Miller announced the dates for the March 13th & March 15th Shared Use Path Counts. She inquired of the membership who would be available and encouraged all to spread the word for additional volunteers.

Committee Members chimed in that Santiva Islanders and the Sanibel Bike Club is willing to volunteer.

Discussion ensued regarding the dates of capture, the information collected, as well as desires to collect more information like helmet vs. no helmet, headphone useage, and rental vs. owner.

Public Comment:

Kevin Connerty - President of Sanibel Bike Club: would like to see additional data gathered during the counts.

**5. Public Comment**

None at this time

**6. Old Business**

**a. Review of Updated Draft Resolution Donation Policy**

Ms. Miller gave a brief overview of the changes made from the last meeting. Next steps would be to present the final copy at the Committee meeting to take a vote to then present to City Council in February. If the naming policy is ready at that time, both pieces of legislation would be going to Council in February.

Committee Members inquired if the City Manager is authorized to approved real property. Director Miller agreed with the suggested changes to add additional language related to that authorization by the City Manager in Section 2.

Additional discussion ensued regarding the policy its codification. Ms. Miller noted the Policy would exist as a Resolution. Allowing City Council to change the policy should the need arise. If codified in the City Code, this would require additional readings. It was also noted that City Council could reject the policy all together, although unlikely.

**b. Review of Updated Draft Resolution Naming Rights Policy and Application**

Director Miller gave a brief overview of the edited daft resolution attached in the agenda packet. Ms. Miller noted the highlighted sections address the rights of the

policy.

Committee Members inquired regarding the duration of the naming right. Ms. Miller noted that duration is addressed in section 3. She further explained how other communities address the topic and provided examples for different types of options:

- obligated/contracted to repair facility or named building for xx years
- useful life of the facility or building
- City Council has the right to change the name at any time

Discussion ensued regarding the various situations where Council or the Community might want to change the name. Allowing Council to re-name a facility should an issue arise. Committee members expressed concerns for legal review. Ms. Miller ensured members that there is a thorough review process for proposed policies.

Director Miller requested the members review the draft application for feedback. Committee Members noted the simplicity of the draft and noted any additional questions would be redundant. It was discussed to include direct references to the policy and agree to the rules of the policy within the application. Discussion continued regarding the layout of the document as well as the types of applicants coming to apply on behalf of organizations and other individuals.

Committee members inquired about financial proof requirements to ensure an entity can pay for the maintenance of the agreement. Director Miller noted that a contract would have to be signed and in place in order to have these kinds of documents requested. Each contract being uniquely drafted and executed to go with the duration and donation amount required. Discussion continued regarding the length of time for processing. Ms. Miller noted working closely with the Committee and the applicant to complete the processing as soon as possible.

The Committee inquired about presenting to Council or requiring exploratory financial information before agreeing to draft a contract with a donor. Expressing desire to streamline the process as much as possible in order to not deter anyone from donating/applying. Ms. Miller noted the City Manager and Director would vet most of the issues from the application process.

Director Miller suggested possibly adding a question related to expectations. Committee Members noted most who want to donate will be asking questions as well and might require a preliminary meeting in order to vet each applicant prior to filling the application. Continued discussion was had regarding adjusting the application to include options like new construction, or for facilities not in existence yet. Ms. Miller noted preliminary meetings may be required, specifically with donors with money and no ideas for naming rights or reciprocal benefits.

Ms. Miller concluded with noting members may submit further input via email to the director and will bring back a final version for approval. She further noted desire to bring both pieces, the naming rights and the donation policy to City Council together in February.

- c. Update on Skate Park./Archery Range
  - i. Cost Share Request Resent
  - ii. Long Term - TBD

Director Miller noted communications with the School District of Lee County regarding their commitment to their half of the work to be completed related to the Skate Park/Archery Range project. Awaiting funding to complete the clean up portion of the project, including removing the skate apparatuses.

Committee Members inquired about volunteers or labor for cleaning/clearing. Ms. Miller noted some volunteer opportunities and further noted that painting court lines can happen in house.

## 8. Reports

- a. Recreation Revenue

Director Miller provided information related to the attached report.

Discussion ensued regarding taxes being included on the report. Ms. Miller noted changes to the report can be fixed to not have to include the tax in the future reports. She detailed the new system and that it would require some changes to the reporting in the new system.

- b. Recreation Memberships

Director Miller provided information related to the attached reports.

Discussion ensued regarding showing year to date information comparable to data available for this year. Committee Members expressed desires to compare this years trend to last years trend. Discussion continued regarding offering different types of memberships for the Recreation Center. Ms. Miller noted shew would like to keep the current membership flexibility as it is with no cap on memberships currently.

- c. Recreation Program Updates

Director Miller and Deputy Director Durrand spoke to the provided a written report. This being a listing of what programs and offerings are available at the Recreation Center between meetings. Ms. Miller reported positively on the first BINGO to be

held at the Center and Ms. Durrand spoke to Student Holiday Camp starting next week. Ms. Durrand noted there being no waiting list and encouraged sign ups. Ms. Miller concluded with a report on the 50th anniversary committee.

Committee Member Arroyo spoke to the Sanibel Bike Club wishing to resume maintenance of the Shared Use Path. Ms. Miller noted this would have to be a discussion with the Director of Public Works.

Committee Members inquired about usage of outdoor pickleball court. Ms. Miller responded that a vast majority of players use the gym, tennis is played mostly on pick up courts outside. She noted looking at additional areas and if changing trends means catering to needs of the users. Shared use status of the gym and other particular areas was reiterated to the group.

Committee Members offered additional ideas for future programming, Ms. Miller noted not being Department of Children and Families Certified to be able to care for children less than school age. Discussion continued regarding switching from a monthly newsletter to a quarterly one. Committee Members expressed desires to have a babysitters training course.

## **9. Chairperson Report**

None at this time

## **10. Committee Member Reports**

None at this time

## **11. Next Meeting Date**

- a. Thursday, January 16, 2025

## **12. Public Comment**

Public Comment: Jim Meyer - new President of the Sanibel Bicycle club, spoke to sharing common interest in care of the Shared Use Path. The need to start again with clean-up, repairs, widening, speed limit signs, and e-bike signs. Mr. Myer noted the challenges with enforcement.

Director Miller spoke to working with staff on signage, clean up and educational efforts.

## **13. Adjournment**

There being no further business, the meeting adjourned at 10:16 a.m.

