

City of Marco Island Florida

*51 Bald Eagle Drive
Marco Island, Florida
cityofmarcoisland.com*



Meeting Minutes - Draft

Tuesday, March 19, 2024

3:30 PM

Community Room

Parks and Recreation Advisory Committee

*Chair: Allyson Richards
Vice-Chair: Dolores Siegel*

*Members: Adrian Conner,
Lisa Hogan, Doug Kelly,
Carlos Portu, David Shagott,*

*City Staff: Daniel Smith, Samantha Malloy,
Miguel Carballo, Martha Montgomery,
Jill Cartaya*

(1) CALL TO ORDER

Vice-Chair Siegel called the meeting to order at 3:30 pm.

(2) ROLL CALL

Present: 4 - Member Hogan, Member Kelly, Member Shagott and Vice-Chair Siegel

Not Present: 1 - Chair Richards

Absent: 2 - Member Conner and Member Portu

(Note: Chair Richards joined the meeting at 3:42 pm.)

ALSO PRESENT

*Samantha Malloy, Manager, Parks, Culture and Recreation
Councilor Darrin Palumbo, Liaison for Parks and Recreation
Daniel Smith, Director of Community Affairs
Miguel Carballo, Fleets and Facilities Manager*

(3) PLEDGE OF ALLEGIANCE

Led by Vice-Chair Siegel.

(4) APPROVAL OF THE AGENDA

Vice-Chair Siegel requested to approve the Agenda.

MOTION by Member Shagott, seconded by Member Hogan to Approve the Agenda. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:

Yes: 4 - Member Hogan, Member Kelly, Member Shagott and Vice-Chair Siegel

Not Present: 1 - Chair Richards

(5) APPROVAL OF THE MINUTES

[ID 24-3519](#) PRAC Draft Meeting Minutes for February 1st, 2024

Vice-Chair Siegel requested to approve the February 1, 2024, Minutes.

MOTION by Member Kelly to Approve the February 1, 2024, PRAC, Minutes seconded by Member Shagott. MOTION CARRIES BY THE FOLLOWING VOICE VOTE:

Yes: 4 - Member Hogan, Member Kelly, Member Shagott and Vice-Chair Siegel

Not Present: 1 - Chair Richards

(6) PRESENTATION

Captain Ralph Rohena, Florida-Merchant Marine

[ID 24-3503](#) Merchant Marine Veterans Recognition Presentation

[ID 24-3504](#) Letters to the Editor

Captain Ralph Rohena introduced himself. He is a Commissioned Officer in the Navy and a Master Mariner in the Merchant Marines. Captain Rohena shared his presentation during the PRAC Meeting explaining the background of what a Merchant Marines duty was during WWII and up to 1949. In 1988 Merchant Mariners were granted Active-Duty Veterans from WWII and received the Congressional Gold Medal in 2022.

Captain Rohena would like the WWII Merchant Marine Veterans included in recognition at Veterans Community Park with a flagpole, flag, a paver and to be included in the ceremony on Veterans Day.

Chair Richards asked does the American Legion run the program or does the City, does the American Legion rent the park, and can Parks and Recreation Department ask the American Legion to include the Merchant Marines?

Samantha Malloy, Manager, Parks, Culture and Recreation stated that the American Legion organizes and runs the program but are supported by the City of Marco Island Parks and Recreation Department.

The Parks and Recreation Department can speak with the American Legion regarding the request. The American Legion does not rent the park. The Parks and Recreation Department provide the park, tents, and chairs. The City of Marco Island Police Department and Fire Department participate in this event as well. A recommendation could be brought up to City Council.

Councilor Darrin Palumbo, Liaison for Parks and Recreation expressed his support for the request. Four Council members are also in agreement. Councilor Palumbo has spoken to the City Manager regarding the request.

Chair Richards will draft a recommendation to take this to City Council and will then forward it to Ms. Malloy.

(7) OLD BUSINESS

Pickleball Courts

Miguel Carballo, Fleets and Facilities Manager presented the latest Phase I design for the Racquet Center renovations. The new design has been submitted to Growth Management. Growth Management has completed their initial review and has determined that the project needs two variances. The first variance is for parking and the second variance is for all the existing landscaping buffers. Phase I will involve community information meetings. Once the meetings have been completed and the architect's drawings are submitted, Phase I can be resubmitted to Growth Management. Once reviewed by Growth Management it will be submitted to the Planning Board. Once the Planning Board has given their approval it will be submitted to the City Council for approval. After approval from the City Council, the project can be put out for bid. The architect mentioned the scheduled impact would be about four months for construction to start, which would put it into August and/or September. Sound barriers will be built around the perimeter along the west side.

Daniel Smith, Director of Community Affairs clarified that there are three variances for Phase I. The third is rear yard set-up.

Phase II will address the parking concerns and landscaping concerns. Phase II has not been funded yet. Phase II will follow the same procedures as Phase I.

Chair Richards inquired about the sound backing options up to the Villas.

Mr. Carballo, stated, Fleets and Facilities have been talking with the Architectural firm for options regarding what would be the best product to use as sound barriers. The product that is recommended is called Acoustiblok. Mr. Carballo will forward a link for this product to the PRAC Members.

Pool table repair and maintenance at Mackle Park

Chair Richards asked if this project would be coming out of the FY25 budget.

Samantha Malloy, Manager, Parks, Culture and Recreation stated there may be some PRAC funds available from the FY24 funds. Ms. Malloy recommended repairing one or two of the tables at this time. The funds are allocated for certain projects, i.e. the Dog Park. The Dog Park will be needing some work. Ms. Malloy will have the information regarding how much PRAC will have available to spend on the pool tables for the April Meeting.

Member Kelly has gathered a few quotes. He will reach out and update the quotes with a complete repair of the pool tables.

Leigh Plummer Park Parking Lot

Miguel Carballo, Fleets and Facilities Manager gave an update. City Council for this FY24 has approved funds for a design for the parking lot to meet the requirements based on the recommendations received from PRAC and Naples Botanical Gardens for improving the parking lot. The project was put out to bid. Fleets and Facilities awarded the bid to an engineering firm; however, the engineering firm rejected the project because they thought that this is really a simple maintenance project. The engineering firm recommended getting a quote from an asphalt contractor to do the work. Fleets and Facilities has contacted Quality Enterprises. Quality Enterprises specializes in parking lot projects along with the landscaping involved in those projects and is already working with the City on other projects.

Chair Richards wanted to clarify since the first engineering firm declined the project, do we need to get another engineering firm.

Mr. Carballo replied potentially not, if we can get an acceptable proposal from Quality Enterprises. The funds were allocated for the design of the project, not for the construction. The construction aspect of the project would have to be presented to City Council during this budget cycle. An estimated cost for the construction was already presented to City Council in the amount of about \$150,000 at the time. With the approach Fleets and Facilities is taking now, a concrete proposal with a vendor on contract would be submitted to City Council.

(8) NEW BUSINESS

Chair Richards has received letters and phone calls from community members stating that the Dog Park(s) needs attention.

Miguel Carballo, Fleets and Facilities Manager as allocated funds to complete an annual sodding of the Dog Park(s). The sodding is usually done around May or June depending on the rainy season. Fleets and

Facilities is looking into alternative ideas for the next budget season. One recommendation is to sod twice a year. Mulching and artificial turf is too expensive. Due to the Dog Park(s) are built on a hill, the grass is dying along the sides of the hill.

Daniel Smith, Director of Community Affairs wanted to mention and remind everyone that the Master Park Plan is being worked on. A random scientific survey has gone out. The Dog Park(s) are one of the items on the survey.

(9) STAFF COMMUNICATIONS

[ID 24-3492](#) March Staff Report

Vice-Chair Siegel expressed her delight for the Islands Rock Concert held on March 16th.

Samantha Malloy, Manager, Parks, Culture and Recreation acknowledged the other departments involved in the event, i.e., Fleets and Facilities, the Police Department, and the Fire Department. Most of these events must be planned a year in advance. The Parks and Recreation Department is already planning events for next season. Parks and Recreation is adding a Veterans Concert. This event will be a Veterans Ceremony. This event is being sponsored by the donor of The Unity Bandshell. The entertainer for this event will be Dave Bray USA. On November 11th, the day after, there will be the Veterans Day Ceremony. Next season, there will be a January, February, and March concert.

Ms. Malloy mentioned that Parks and Recreation participated in a job fair at Lely High School. It was very successful. Parks and Recreation made a change to the hiring age for Camp Counselors to 16 years and older.

(10) CITY COUNCIL COMMUNICATION

None.

(11) PUBLIC COMMENT

None.

(12) NEXT MEETING: CONFIRMATION & ATTENDANCE

Next PRAC Meeting will be held on April 16, 2024 at 3:30 pm

Chair Richards confirms attendance for April 16, 2024, meeting at 3:30 pm. Member Hogan will not be in attendance. Member Kelly will confirm attendance.

(13) PROPOSED AGENDA TOPICS FOR NEXT MEETING

Pool tables repair and maintenance at Mackle Park

Leigh Plummer Parking lot

Dog Park(s)

Owl Park

(14) OTHER COMMITTEE COMMUNICATIONS

None.

(15) ADJOURNMENT

The meeting adjourned at 4:35 pm.