



City of Marco Island Florida

51 Bald Eagle Drive
Marco Island, Florida
cityofmarcoisland.com

Meeting Minutes - Draft

Parks and Recreation Advisory Committee

Chair: Carlos Portu

Vice-Chair: Allyson Richards

*Members: Adrian Conner, Dawn Kuhn,
Ron Rutledge, Dolores Siegel, David Shagott*

City Staff: Daniel Smith, Samantha Malloy, Heather Reed

Tuesday, February 18, 2020

3:30 PM

Community Room

(1) CALL TO ORDER

Meeting called to order by Chair Portu at 3:30 p.m.

(2) ROLL CALL

Present: 6 - Member Rutledge, Member Siegel, Member Kuhn, Chair Portu, Member Shagott
and Member Conner

Absent: 1 - Vice-Chair Richards

(3) PLEDGE OF ALLEGIANCE

Led by Chair Portu.

(4) VOTING ELECTIONS

ELECTION OF COMMITTEE CHAIR

Chair Portu briefly outlined the process of elections for chair and vice-chair roles, beginning with the Committee nominations and leading into discussions for each nomination.

MOTION by Member Siegel to nominate Chair Portu to continue as Chair.

**MOTION by Member Kuhn to nominate Vice-Chair Richards as Chair. Nomination
Withdrawn due to Ms. Richards' absence.**

**MOTION ELECTING COMMITTEE CHAIR PORTU TO CONTINUE AS COMMITTEE
CHAIR CARRIED BY THE FOLLOWING VOTE:**

Yes: 6 - Member Rutledge, Member Siegel, Member Kuhn, Chair Portu, Member Shagott
and Member Conner

ELECTION OF COMMITTEE VICE-CHAIR

**MOTION by Member Siegel to nominate Vice-Chair Richards to continue as
Vice-Chair.**

**MOTION ELECTING COMMITTEE VICE-CHAIR RICHARDS TO CONTINUE AS
COMMITTEE VICE-CHAIR CARRIED BY THE FOLLOWING VOTE:**

Yes: 6 - Member Rutledge, Member Siegel, Member Kuhn, Chair Portu, Member Shagott
and Member Conner

(5) APPROVAL OF THE AGENDA

**MOTION by Member Kuhn, seconded by Member Shagott, that the Agenda be
Approved. MOTION CARRIED BY THE FOLLOWING VOTE:**

Yes: 6 - Member Rutledge, Member Siegel, Member Kuhn, Chair Portu, Member Shagott
and Member Conner

(6) APPROVAL OF THE MINUTES

[ID 19-746](#) Approval of the Parks & Recreation Committee 1-21-20 Minutes

**MOTION by Member Kuhn, seconded by Member Siegel, that the Minutes of
January 21, 2020 be Approved. MOTION CARRIED BY THE FOLLOWING VOTE:**

Yes: 6 - Member Rutledge, Member Siegel, Member Kuhn, Chair Portu, Member Shagott
and Member Conner

(7) STAFF COMMUNICATIONS

a. Veterans Community Park Update - Tim Pinter

Public Works Director Tim Pinter provided an update to the Committee on the Veterans' Park construction project. He indicated that Manhattan Construction was the selected contractor, and will proceed under an at-risk contract. Mr. Pinter provided an estimated timetable for the various phases of the project, and he indicated that an update to the City Council and Parks and Recreation Advisory Committee is likely to return in April, 2020.

b. February 2020 PRAC Report

[ID 19-744](#) February 2020 PRAC Report

Samantha Malloy, Manager of Parks, Recreation and Culture, at the request of Chair Portu, briefly highlighted the upcoming Movie in the Park at Mackle Park and The Wall That Heals at Veterans' Community Park. Member Siegel then questioned Ms. Malloy about the recent car show set-up at Veterans' Park, and Ms. Malloy responded to Member Siegel's question.

Member Kuhn observed that the Marco Island Racquet Center is in need of full time management and she suggested that Parks and Recreation leadership consider budgeting for a full time racquet center employee in the next budget year. Ms. Malloy stated there are plans to put a request in the next budget year for an additional full time or part time employee.

(8) PUBLIC COMMENT

Yvette Benarroch representing Marco Island American Legion Post 404 announced the arrival of The Wall That Heals Vietnam Veterans Memorial and encouraged all present to attend and partake in the activities.

(9) PRESENTATIONS - None

(10) OLD BUSINESS

a. Food Spice Garden Update - Vice Chair Richards

Chair Portu elected to delay discussion of the Food Spice Garden topic due to Vice-Chair Richards' absence.

b. PRAC Foundation 501(c)(3)

Chair Portu requested recommendations for 501(c)(3) be forwarded to Ms. Malloy.

Point of order from Member Rutledge to correct the 5013C to 501(c)(3).

(11) NEW BUSINESS

Member Shagott requested a plaque recognizing Racquet Center member Michael O'Leary. Chair Portu recommended the Parks and Recreation Advisory Committee Foundation for funding and asked that a proposal be developed. Ms. Malloy indicated discussing the plaque at the next Racquet Center member meeting.

Member Kuhn questioned if the public will have the opportunity to provide input for the Comprehensive Plan. Director of Community Affairs Dan Smith indicated six proposals for the Comprehensive Plan were submitted and one submitter's submission was selected. Mr. Smith indicated that a Steering Committee would be formed and that public forums will be scheduled to solicit input.

(12) COMMITTEE COMMUNICATIONS

Member Conner indicated that she was scheduled to meet with a potential provider to receive a quote for shade for the playground. She observed that the many companies find it difficult to provide quotes for the entire playground, and she indicated that she was reviewing plans that address shade structures for the major areas. Member Conner also advised the Committee that she was investigating and identifying additional playground structures for future consideration.

Chair Portu asked Mr. Smith and Ms. Malloy for an overview of the process and timetable for the next fiscal year budget. He requested that an initial draft of the Parks and Recreation budget be provided to all Committee members to allow for discussion and Committee input. Mr. Smith recommended that the Committee begin drafting its priority list now. Chair Portu followed Mr. Smith's recommendation by requesting that each Committee member identify at least three high benefit / high priority community projects and email his/her list to Ms. Malloy in advance of the next Committee meeting.

Ms. Malloy encouraged all Committee members to engage with the Marco Island Beautification Advisory Committee on any recommendations or questions regarding the plantings at the City parks.

(13) ADJOURNMENT

There being no further business, the meeting adjourned at 4:33 p.m.

PREPARED BY:

Heather Reed, Administrative Assistant