



Meeting Minutes - Final

Parks and Recreation Advisory Committee

*Chair: Carlos Portu*

*Vice-Chair: Allyson Richards*

*Members: Adrian Conner,  
Doug Kelly, Dawn Kuhn,  
David Shagott, Dolores Siegel*

*City Staff: Daniel Smith, Samantha Malloy, Heather Reed*

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Tuesday, April 20, 2021

3:30 PM

Community Room

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**(1) CALL TO ORDER**

*Chair Portu called the meeting to order at 3:30 p.m*

**(2) ROLL CALL**

**Present:** 7 - Member Conner, Member Kelly, Member Kuhn, Vice-Chair Richards, Member Shagott, Member Siegel and Chair Portu

**ALSO PRESENT**

*Daniel J. Smith, Community Affairs Director  
Samantha Malloy, Parks, Culture & Recreation Manager  
Miguel Carballo, Fleet & Facilities Manager  
Martha Montgomery, Facilities Supervisor  
Natasha Paniccia, Recreation Program Supervisor  
Dr. Richard Blonna, Marco Island City Councilor*

**(3) PLEDGE OF ALLEGIANCE**

*Led by Chair Portu.*

**(4) APPROVAL OF THE AGENDA**

*Member Kelly requested the addition of 'New Racquet Center Rules' to be added to the Agenda under Item 10 (New Business). In addition, Chair Portu requested to move Item 9b (Veterans' Community Park) to the top of Item 6a (Staff Communications).*

**MOTION by Member Siegel, seconded by Vice-Chair Richards, that the Amended Agenda be Approved. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:**

**Yes:** 7 - Member Conner, Member Kelly, Member Kuhn, Vice-Chair Richards, Member Shagott, Member Siegel and Chair Portu

**(5) APPROVAL OF THE MINUTES**

a. PRAC Draft Minutes February 16, 2021

[ID 21-1503](#) PRAC Draft Minutes February 16, 2021

**MOTION by Vice-Chair Richards, seconded by Member Kuhn, that the Meeting Minutes of February 16, 2021 be Approved. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:**

**Yes:** 7 - Member Conner, Member Kelly, Member Kuhn, Vice-Chair Richards, Member Shagott, Member Siegel and Chair Portu

b. PRAC Draft Minutes March 16, 2021

[ID 21-1504](#) PRAC Draft Minutes March 16, 2021

*Member Kuhn requested the addition 'Committee consensus to convert court one at the Racquet Center to permanent pickleball courts and eliminate the tennis court' to Item 10b (Racquet Center Discussion). The amended minutes will come forward for Committee review and approval at the May 18, 2021 Parks and Recreation Advisory Committee Meeting.*

## (6) STAFF COMMUNICATIONS

a. Veterans' Community Park

*Public Works Director Tim Pinter provided a brief update on the Veterans' Community Park construction project following the City Council Meeting on April 19, 2021. He requested the Committee go through the 90% value engineering log provided by Manhattan Construction and determine the items the Committee approves to be re-included in the project.*

*After considerable discussion, the Committee decided the following changes:*

- 1.) HS1- APPROVE reducing size of all Saw Palmetto Trees from 15 GAL to 7 GAL with the caveat of leaving the trees behind the bandshell at 15 GAL.*
- 2.) HS2- APPROVE the change from Mexican Beach Pebble at landscape berms to Green Marble Chip.*
- 3.) HS4- REJECT the Mexican Beach Pebble at landscape berms to Black Granite Chip.*
- 4.) HS13-REJECT design to budget savings to remove synthetic turf and substitute with Bermuda Grass.*
- 5.) HS16- REJECT designed to budget: for playground equipment savings and all playground equipment leaving only the twist sculpture.*
- 6.) M1- REJECT restroom building: substitute specified lavatory (L-1) to a typical commercial china lavs with concealed carriers; substitute water closets (wc-1) with a floor mounted tank type with locking (tamper resistant lid).*
- 7.) E6- REJECT alternate light fixtures package within the park.*
- 8.) E11- REJECT deletion of seat wall strip light.*
- 9.) E13- REJECT elimination of the landscape uplights as well the rough in, conduit and wiring.*
- 10.) G5- REJECT band shell: eliminate (1) set of step and (1) set of ramp leading to back of house area.*

*Noting past security issues at other parks, Member Connor requested further information and pricing to install surveillance cameras at Veterans' Community Park and Winterberry Park.*

*Hearing the Committee's security concerns, City Councilor Blonna requested a brief overview be brought forward to City Council. He thanked the Committee for their detailed review of the 90% value engineering log.*

b. April 2021 Staff Report

[ID 21-1502](#) April 2021 Staff Report

*Samantha Malloy, Manager of Parks, Culture, & Recreation, provided a brief overview of the upcoming elementary and middle school summer camps.*

*Vice-Chair Richards questioned the status of the Leigh Plummer Park parking lot development. Daniel Smith, Director of Community Affairs, stated City Staff is determining the best method to provide the parking lot while preserving the existing trees. This design may include adjusting the location of the parking lot. Chair Portu proposed the idea of redesigning Leigh Plummer Park through budgeting and obtaining a landscape architect.*

*Member Kuhn questioned the number of bids submitted for the Mackle Park Playground Shade Structure. Martha Montgomery, Facilities Supervisor, stated the opening bid was posted online and is listed to close on April 22, 2021. Mrs. Malloy emphasized further information will be available at the May meeting, with the goal of installing the shade structures by summer pending construction.*

c. San Marco "Wellness Way" PUD Park Agreement Update

[ID 21-1505](#) San Marco "Wellness Way" PUD Park

*Daniel Smith, Director of Community Affairs, provided an overview of the park concept plan, highlighting the proposed location of the restroom facility, park amenities, and exercise equipment. Mr. Smith presented information on metal exercise equipment with shade structures from a vendor called GameTime. He reviewed the developed park agreement with the Committee that is to be signed by the developer.*

*Chair Portu stated the agreement should address the replacement of benches and picnic tables. Answering Member Shagott, Mr. Smith affirmed the exercise equipment would have wood chips underneath, and safety lights will be available throughout the park.*

## **(7) PUBLIC COMMENT**

*None.*

## **(8) PRESENTATIONS**

*None.*

## **(9) OLD BUSINESS**

a. FY22 Budget Discussion

[ID 21-1506](#) Parks and Recreation Advisory Committee FY22 Budget

### Initiatives

*The Fiscal Year 2022 Budget Initiatives was not discussed during the meeting and was deferred to a future meeting of the Parks & Recreation Advisory Committee.*

b. Calusa Park Master Plan

[ID 21-1372](#) Approve the Thirty-Nine Tree Locations as Presented at Calusa Park.

*Approval of the thirty-nine tree locations at Calusa Park was not discussed during the meeting and was deferred to a future meeting of the Parks & Recreation Advisory Committee.*

## (10) NEW BUSINESS

**MOTION by Member Shagott, seconded by Vice-Chair Richards, to move Item 10 (New Business) in front of Item 9 (Old Buiness) to be Approved. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:**

**Yes:** 7 - Member Conner, Member Kelly, Member Kuhn, Vice-Chair Richards, Member Shagott, Member Siegel and Chair Portu

*Member Kelly developed and presented Racquet Center Rules for players waiting to use the pickleball courts. He also spoke in favor of turning the stadium court into a challenge pickleball court.*

*Natasha Paniccia, Supervisor of Recreation Programs, informed the Committee of current rental procedures, which do not allow court rentals on the stadium court, peak times, or throughout open play.*

*Member Kelly addressed all questions raised by the Committee.*

*Chair Portu suggested Member Kelly meet with City Staff to further discuss the details of the Racquet Center Court Rules and bring the recommendation back to the Committee for further review.*

## (11) COMMITTEE COMMUNICATIONS

*Member Connor requested the addition of 'Bocce Courts' as an agenda item for the May 18, 2021 meeting.*

## (12) ADJOURNMENT

*There being no further business, the meeting adjourned at 5:00 p.m.*

PREPARED BY:

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Heather Reed, Administrative Assistant, Parks and Recreation