

PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY HALL – SECOND FLOOR – CONFERENCE ROOM
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
JANUARY 15, 2019 AT 5:15 P.M.

The Parks & Recreation Advisory Board was called to order by Chairman Wiles at 5:16 p.m.

Present: Jack Wiles
Maria Mills-Benat
Patricia Barraco
Julie Day
Bobby Ball
Michael Navarra
James Richard Jr
Mark Bowling

Absent: John Cameron (Excused)

Also Present: Susan Lovallo, Park and Recreation Director
Peter Ferreira, Assistant Parks Director
Shelby Field, Assistant City Clerk

B. ELECTION OF OFFICERS

Motion was made by Member Bowling to nominate Member Wiles for Chairman and Seconded by Member Richard. Member Wiles accepted the nomination. Motion carried unanimously by voice vote.

Motion was made by Member Navarra to nominate Member Bowling for Vice Chairman and Seconded by Member Mills-Benat. Member Bowling accepted the nomination. Motion carried unanimously by voice vote.

C. DISCUSSION/ACTION

2. Consideration of October 17, 2018 Minutes

Motion was made by Member Mills-Benat to approve the minutes with an amendment to show not all members were in favor of a fee increase and Seconded by Member Richard. Motion carried unanimously by voice vote.

3. Discussion on Park Partnerships

Susan Lovallo, Parks and Recreation Director, provided an overview on the current fee structure, the current park partners, and the proposed changes to both the Board will discuss for recommendation to Council. The City currently has six partners and receives \$20,000 in annual revenue, putting the current cost recovery at 5.5%. A cost recovery model was explained to the Board with a breakdown of what the revenue could be based on the fee percentage increase and number of partners.

Chairman Wiles provided a summary of what was discussed at the previous meeting on the park partnerships and the current fees. He stated the current hourly rate for a bare field with no lighting is \$20 an hour for a citizen and based on the cost recovery model, a 27% increase for the partners would only put them at an hourly fee of \$5.61. The current discrepancy creates a financial burden for the taxpayers and penalizes the Rec players. Chairman Wiles believes the City does need an increase in fee, it's just a matter of what percentage.

Chad Truxall, Port Orange Volleyball Club, questioned the Board on how tonight's decisions would affect the current partners. Chairman Wiles explained that the Board has no intention of scaring away the partners, merely to address the cost issues. He stated that the same benefits of a partnership could be received from a lease agreement, with less requirements.

Michael Cain, Florida Elite Soccer, expressed concerns over the investment safety of a lease agreement. Mr. Cain also expressed concerns over required participation numbers as they are currently only at 48%.

Ms. Lovallo, Chairman Wiles and Jake Johansson, City Manager, addressed Mr. Cain's concerns about the City's lease agreements and the long-term financial benefits.

Member Ball inquired as to how the decision for park partnerships with the City came to be. Ms. Lovallo explained the decision came from a desire to provide opportunities the City did not provide at that time. Member Ball would like to see the partnerships stay in some fashion, but also sees the benefits of a lease agreement.

Member Bowling suggested looking into a set fee for the partners, with differences based on different sports, and raise based on the number of kids. He would prefer it remain fair for everyone involved.

Ms. Lovallo is uncertain how that would look going forward. She stated all fee changes still need to go to Council for approval.

Member Bowling asked what fee increase percentage Member Navarra believes is reasonable. Member Navarra understands it needs to increase but is not sure what that number should be. He explained that clubs look for the security of being a partner and believes the partnerships should be maintained.

Ms. Lovallo believes the City may be able to look at a set time/rate for every club with any extra time set at the hourly rate the Board decides on.

Member Day inquired as to whether the City could simply provide the option of either a partnership or a lease agreement. Member Mills-Benat believes the City needs to define what would be asked of the partners.

Member Barraco suggested starting the bigger clubs with a larger fee, and giving groups just starting out a smaller fee and the opportunity to grow. Chairman Wiles replied that a lease agreement would offer that opportunity.

Motion was made by Member Day to provide an option for either a partnership or a lease agreement and Seconded by Member Mills-Benat. Motion carried unanimously by voice vote.

Motion was made by Member Ball to keep the partnership criteria as is with Port Orange in the name and Seconded by Member Bowling. Motion carried unanimously by voice vote.

Motion was made by Member Richard to increase the annual fee to \$6,866 in 2019, \$9,155 in 2020, \$11,443 in 2021, and \$13,732 in 2022 and Seconded by Chairman Wiles. Motion failed 2-5-1, with Chairman Wiles and Member Richard voting yes and Member Navarra abstaining.

Motion was made by Member Mills-Benat to increase the annual fee to \$6,866 (15% recovery) for 2019 and reevaluate next year and Seconded by Member Barraco. Motion passed 7-0-1 by voice vote with Member Navarra abstaining.

Motion was made by Member Mills-Benat to set the lease agreement at an hourly fee of \$11.22 for 2019 and Seconded by Day. Motion passed 7-0-1 by voice vote with Member Navarra abstaining.

4. Update on Foundation

Member Ball provided an update on the Foundation. At this point there is not enough interest from the community to create a foundation.

5. 2019 Proposed Meeting Dates

The Board agreed to keep the meeting schedule as is.

6. Items for Next Agenda

Ideas for the Russell Property
Update on Halifax Trail
Maps of City Owned Land

D. PARKS & RECREATION DIRECTOR'S REPORT - There was none.

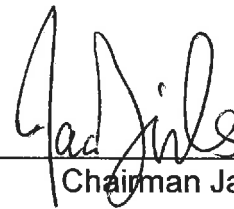
E. PUBLIC COMMENTS – There were none.

F. BOARD COMMENTS - There were none.

G. NEXT MEETING DATE

7. Next Meeting Date: April 16, 2019

H. ADJOURNMENT – 7:27pm



Chairman Jack Wiles

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME NAUBARRA Michael	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Parks + Recreation Advisory Board
MAILING ADDRESS 6310 Palmas Bay Cir	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY Port Orange Volusia	NAME OF POLITICAL SUBDIVISION: City of Port Orange
DATE ON WHICH VOTE OCCURRED 1-15-19	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Michael Navar, hereby disclose that on January 15, 20 19 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

motions to increase the Park Partnership fees.
Item # 3

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

1/29/19
Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.