



## MINUTES

**Tuesday, September 16, 2013**

**FORT MYERS BEACH TOWN COUNCIL  
WORK SESSION  
TOWN HALL – COUNCIL CHAMBERS  
2523 ESTERO BOULEVARD  
FORT MYERS BEACH, FLORIDA 33931**

### **I. CALL TO ORDER**

Mayor Mandel called to order the September 16, 2013 Work Session of the Town Council at 10:00 a.m. Present along with Mayor Mandel were: Vice Mayor Kosinski, Council Members Andre, List, and Raymond. Also Present: Town Manager Stewart, Community Development Director Fluegel, Planning Coordinator Overmyer, Acting Parks and Recreation Director Norton, and Town Clerk Mayher.

C.R.A.B Members in Attendance: Miffie Greer, Chair; Keri Hendry-Weeg; Olga Carballo; Elizabeth D’Onofrio-Halladay; and Carla Mandel.

### **II. PLEDGE OF ALLEGIANCE**

Mayor Mandel requested to change the order of Agenda items so that the ‘Discussion Regarding C.R.A.B. Role and Proposed Projects’ would be first.

Consensus approved the change in the order of Agenda items.

### **III. DISCUSSION REGARDING C.R.A.B. ROLE AND PROPOSED PROJECTS**

Chair Greer reviewed the basis for their request to meet with Council and proposed questions from the Board:

- Requested clarification as to where CRAB’s direction came from (i.e. Council to initiate projects, or CRAB to initiate projects).
- Requested a restatement from Council of the purpose or role of CRAB.
- Requested to know if CRAB was to continue working on the matter of *beach accesses*.

Town Manager Stewart pointed out that Council had not taken away the matter of *beach accesses* from CRAB. He added that the only issue related to beach accesses that Council requested MRTF to investigate was portable restrooms. He reviewed how it was the responsibility of each Town committee to serve in an advisory capacity to the Council; how Council could request a committee to work on a particular project; and how a committee could come up with a matter they wanted to address and bring forward to Council; however, he pointed out the difference when it came to policy matters.

Council Member Raymond explained his belief that CRAB was working on beach accesses and related matters which would have included portable restrooms; and questioned why another committee was given the element of portable restrooms.

Town Manager Stewart explained the matter was discussed at a prior Council meeting when Council made the decision to give the issue of portable restrooms at the bay/beach accesses to MRTF for review.

Discussion ensued regarding which committee should review the issue of portable restrooms at the bay/beach accesses; and the status of the portable restrooms at bay/beach access review by MRTF.

Council Member Andre indicated that the matter of portable restroom facilities at beach accesses would be reassigned to CRAB.

Chair Greer requested clarification as to what type of information and research Council was seeking on the matter of the portable restrooms. She noted that the Town had received a grant concerning bay/beach accesses; and asked about CRAB's involvement in the bay/beach accesses as it related to the grant funding.

Town Manager Stewart reviewed the steps already taken by CRAB, Town staff, and Town Council as it pertained to the grant; and noted now that the grant had been awarded it was the responsibility of Town staff to implement the necessary work. He added that CRAB could keep an eye on what was implemented at the bay/beach accesses; and if they saw something that was not what CRAB had envisioned, then they should inform staff. He mentioned that the grant funding for the bay/beach access work would not be available until the next budget cycle. He noted that the Town was about to begin many projects (i.e. potable water improvements, stormwater improvements, and Estero Boulevard improvements, etc.).

Planning Coordinator Overmyer reported CRAB was working on two beach and two bay accesses – Canal Street and Gulf Road, and Gulf Beach Road and Delmar Avenue (respectively).

Town Manager Stewart pointed out that Council had seen the CRAB recommendations for accesses, and the initial action approved it which allowed the Town to seek funding from the TDC.

Discussion was held concerning the CRAB recommendations for accesses and the funding request to the TDC; sea oat plantings at beach access sites; and funding for new portable restrooms.

Town Manager Stewart asked if there was consensus that the portable restroom issue should go back to CRAB for review.

Council Member List reviewed the historical background concerning portable restrooms at accesses and the lack of support from nearby property owners to place portable restrooms at accesses.

Discussion ensued regarding the historical background concerning portable restrooms at beach and bay accesses; potential ways to inform the public of proposed access improvements and portable restrooms; and consensus agreed that the issue of portable restrooms at the accesses would be given to CRAB.

Town Manager Stewart suggested that CRAB may want to point out to the surrounding property owners at the accesses some type of benefit that would help to override concerns about what was going to take place.

Council Member Raymond noted the significance of obtaining input from the surrounding property owners at the beach and bay accesses as it pertained to access improvements and portable restrooms.

Council Member List suggested the Town initiate letters to the surrounding property owners at the beach and bay accesses so they would know that CRAB's work was sanctioned by the Town. She discussed her view that CRAB's work could be initiated by both Council and the Board.

Council Member Andre read the mission statement of CRAB – *The Community Resources Advisory Board seeks to enhance the quality of life on Fort Myers Beach by creating a vision for the community. The Advisory Board intends to accomplish its missions through the promotion and information of such community activities as public education, leadership, volunteerism, beautification, and recreation through the development and cultivation of core community leaders and volunteers.*

Chair Greer discussed what CRAB had addressed in the past as it pertained to elements of their Mission Statement (i.e. public education).

Town Manager Stewart noted the working relationship between CRAB and Town staff was very positive.

Discussion was held concerning possible public education topics that CRAB may want to consider; potentially coordinating the use of a public information position with CRAB; and the responsibilities of the public relations firm that would be used for the potable water project.

Chair Greer reported the Board had conducted the Beach Leadership Conference last year; and CRAB's intention was to hold the conference every other year.

Council Member Andre asked everyone to think about if there was some type of art element that could be used along the roadway as the Estero Boulevard improvements progressed.

Consensus approved that 'beautification' for the Town (i.e. beautification as beach/bay accesses) would be an element of CRAB's work.

Mayor Mandel suggested CRAB could be tasked with the planning of a passive park at Mound Key if the property was annexed by the Town (i.e. picnic tables, high-tech restroom, sun shelter, etc.); and planning for a 'service day'.

Chair Greer complimented Planning Coordinator Overmyer on his work and assistance to CRAB; and thanked Council Member Andre as Liaison to the Board.

Recessed at 10:45 a.m. – Reconvened at 10:55 a.m.

#### **IV. PARKS & RECREATION DEPARTMENTAL REPORT**

Acting Parks and Recreation Director Norton reviewed the monthly Parks & Recreation Departmental Report which included activities and participation:

- BORCAB Program Report
  - Club Rec Average Attendance and Registration from 2010-2013 Graphs – increased registration numbers for school year 2014; increased daily attendance; program evaluation and justification for keeping the program; services provided and structured programming. Discussion was held concerning staffing; no new positions were created; existing vacancies were filled.
  - Athletic & Fitness Program Report – athletic leagues (basketball, softball and wiffleball); fitness (spinning, body pump, yoga pilates, and pickleball); new pay structure initiated; reduced expenses and increased revenues.
  - Corporate Membership Program – completed a digital media packet kit for businesses; 12 corporate memberships sold; direct contact with businesses to inform them of the Corporate Membership Program; improvements to the website; an ability to track the use of the program (currently scanning cards); Council questioned the ability for a COP at the pool.

Mayor Mandel questioned the status of event sponsorship.

Acting Parks and Recreation Director Norton reported he would have a sponsorship package ready by the next meeting.

Discussion ensued regarding Town event sponsorship; potential tax implications for sponsors; and the use of the Times Square area by potential sponsors.

Mayor Mandel reviewed the increased membership numbers since January 1<sup>st</sup>, and suggested grouping items as departments in the future as it pertained to listing revenues and expenditures (i.e. athletics, senior program, etc.). He discussed his concerns regarding the operation of the pool and payroll expenses.

Acting Parks and Recreation Director Norton reported that the payroll expenses were less last year because there had been approximately six open positions.

Town Manager Stewart suggested that a portion of the Corporate Membership revenues should be credited toward the operation of the pool.

Discussion ensued regarding the Corporate Membership fee and the percentage that could be credited toward to operation of the pool; potential for fundraising events and programming at the pool facility to defray expenses; and a national benchmark for the cost of recreational programs.

Council Member Andre reminded staff to have a sign heading south on Estero Boulevard to indicate the location of the Bay Oaks Recreational Campus.

Acting Parks and Recreation Director Norton reported he had submitted a sign request package for additional BORC signage.

Town Manager Stewart discussed the following matters regarding the Mound House:

- Kayak building – final inspections; the building to be turned over to the Town on September 19<sup>th</sup>; staff planning to move the kayaks and other equipment into the building as soon as possible.
- Modifications to the roadway have been completed.
- Broad sand path that leads from the water to the building has been re-done; pathways to have a rustic appearance.
- Gumbo Limbo tree was planted.
- Meadows reconstruction – first stage completed; anticipated two additional stages.
- Grant – staff communicated with the State regarding obligation requirement, and State would require the final number; goal was to have this item on the October 7<sup>th</sup> Council meeting with follow-up documents later in the week (obligation date - 10/28/13).

Discussion was held concerning the grant obligation date; and the process and basis for obtaining the Guaranteed Maximum price for the Mound House restoration contract.

Mayor Mandel questioned if the Town had sufficient staffing for all of the upcoming Town projects (i.e. potable water improvements, stormwater improvements, Estero Boulevard improvements, Mound House restoration, etc.).

Town Manager Stewart explained how the contract process was demanding on staff; and noted that staff had provided information and the response as it pertained to the Mound House restoration project contract in a timely fashion.

Discussion was held concerning whether or not the Town had sufficient staff for the many upcoming projects.

Town Manager Stewart noted the Council's caution and concern; and that he would report back to Council at the October 7<sup>th</sup> Work Session regarding staffing as it pertained to the upcoming projects.

Mayor Mandel suggested Vice Mayor Kosinski meet with staff to review the timeline of the Mound House restoration project contract and report back to Council.

Vice Mayor Kosinski responded in the affirmative.

Consensus approved that Vice Mayor Kosinski would meet with staff to review the timeline of the Mound House restoration project contract and report back to Council; and include a comment on whether there was sufficient staffing for the upcoming projects.

Council Member List noted there were various delays the Mound House experienced since it was first purchased many years ago. She reported she did not want to serve as the liaison to CELCAB.

Discussion was held regarding a Council liaison for CELCAB; and the historical background of Council liaisons to the various Town boards and committees.

Vice Mayor Kosinski offered to be the Council liaison for CELCAB.

Discussion ensued regarding the Mound House restoration project timeline since it was purchased; the timeline of the water utility improvement project; and the timeline for the Mound House restoration contract.

## **V. COUNCIL MEMBERS ITEMS**

Council Member Andre – no items.

Council Member Raymond – no items.

Council Member List – no items.

Vice Mayor Kosinski – no items.

Mayor Mandel – no items.

## **VI. ADJOURNMENT**

Meeting adjourned at 11:53 a.m.

Adopted \_\_\_\_\_ With/Without changes. Motion by \_\_\_\_\_

Vote: \_\_\_\_\_

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Michelle D. Mayher, Town Clerk

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