

**March 18, 2021**  
**PARKS AND RECREATION ADVISORY BOARD**  
**MINUTES**  
**5:00PM – INDIAN RIVERSIDE PARK**  
**1707 NE INDIAN RIVER DRIVE, JENSEN BEACH, FL 34957**

**PRESENT**

District 2..... Thomas Campenni  
District 4..... Patrick William Lepak  
District 5.....Jacqueline Blake  
At-Large..... John Sedwitz  
At-Large..... Jack Mathison

**ABSENT**

District 1..... Mike Antheil  
District 3.....Rob Kloska  
At-Large.....Jennifer Ahern  
At-Large.....Michael Bocchino

**STAFF PRESENT**

Deputy Director..... Mark Lynch  
Recreation Administrator..... Katya Lysak  
Recreation and Event Specialist..... Savannah Richmond  
Parks Safety and Operations Administrator.....James Lopilato

**OTHERS PRESENT**

Sheriff's Department.....Deputy Andy Adams  
Sheriff's Department.....Deputy Joe Angelico  
Sheriff's Department.....Sergeant George Yacobellis

**\* Indicates a motion**

**\*\* Indicates a vote**

**\*\*\* For the record comment**

**1. CALL TO ORDER**

The meeting was called to order at 5:00 pm.

**2. APPROVAL OF MINUTES**

**A. Approval of Minutes: February 18, 2021**

Mark Lynch spoke of an amendment to the February 18, 2021 minutes to include a change of signature, since Jennifer Ahern (Chair) could not be in attendance. The minutes signature line was changed to Thomas Campenni (Vice Chair).

**\*Jack Mathison motioned to approve the February 18, 2021 Meeting Minutes as amended by Mark.**

**\*\* John Sedwitz seconded, and the motion carried 5-0.**

**3. PUBLIC COMMENT**

None

**4. PRESENTATIONS**

**A. Sheriff's Department Update**

Sheriff's deputy reported no significant criminal incidents during Spring Break. Sheriff's presence seems to reduce disturbances. Some minor arrests for drunken activities. Some property damage but no person to person crimes. They anticipate a busy weekend and are getting ready for that. Deputy opened the floor for questions. There were none.

## 5. PROJECTS

### A. Highlights

Discussion. Mark Lynch stated there were none to report at this time. He opened the floor for questions about projects. There were none.

## 6. PRD RELATED ITEMS TO BOCC

Mark Lynch discussed at the March 23<sup>rd</sup>, 2021 BOCC meeting there would be 2 items on the agenda that pertained to the PRAB.

- 1) Under Boards and Committees included appointment or reappointment of members to the PRAB. This information was sent via email to the PRAB members.
  - a. Mark opened the floor for questions. There were none.
- 2) Under Office of Management and Budget. The three grants that the PRAB supplied letters of support for would be going to the BOCC for approval to apply for the grants.
  - a. Mark opened the floor for questions or asked if anyone would like him to explain the grants. Thomas Campenni reminded everyone that they were the grants they had written approval for in the last meeting. There were no questions.

## 7. BPAC UPDATE

Mark Lynch stated there was none at this time.

## 8. NEW BUSINESS

### A. Jock Leighton Skate Park – Staffing

Mark Lynch asked Katya Lysak to speak about the intentions and goals. Katya remarked that there had been excessive bullying, vandalism, complaints, etc. at the Jock Leighton Skate Park. The proposal would be that starting October 1, 2021 in the new Fiscal Year that a staff member would be funded and assigned to Jock Leighton Skate Park, similar to the staff member at Rio Skate Park at Langford Park. The estimated cost would be \$42,000 for the year. This cost would include staff cost of \$35,000 annually, \$6,000 for a sheriff's deputy to assist in the transition for the first month, and supply costs.

DISCUSSION. Discussion included responsibility of sheriff's deputy(s) (Katya explained them being a presence and enforcement during the transition to more formal regulations), average skater age, skate cards, signs posted to notify of the change, any arrests in the park, hours of operation and authority to enforce bullying.

\* Jacqueline Blake motioned to support staffing Jock Leighton Skate Park.

\*\* Jack Mathison seconded, and the motion carried 5-0.

## 9. UNFINISHED BUSINESS

### A. Goals for Upcoming Year

Mark Lynch stated his intent was to go straight into the CIP since that was one of the goals, if the Board could move to the Capital Improvement Program Review first. Thomas Campenni granted intent.

### B. Parks and Recreation Capital Improvement Program Review

Mark Lynch stated on April 13, 2021 there would be a CIP workshop in front of the BOCC to preliminarily discuss the CIP.

DISCUSSION.

Mark mentioned the meeting to discuss the CIP was 2 weeks ago, but the program needed to be amended and completed and staff needed time to put the program into a format that could be presented. The CIP was sent to the PRAB members as soon as it was in hand.

DISCUSSION.

Mark stated that equipment budgets are structured around assigned life cycles. The goal is to replace equipment prior to its life cycle ending to prevent it becoming a liability to the County. If replaced prior to end of life cycle also has some value still when it is sent to public auction.

Jack Mathison asked about leased versus owned equipment ratio.

Mark asked James Lopilato to speak about the equipment being owned or leased.

James Lopilato stated there were no leased pieces of equipment and all had been purchased.

DISCUSSION.

Later James Lopilato amended his statement to include the leased golf cart service for the Golf Course, as it was a new program.

Mark Lynch offered notes on reading the CIP and explanation of the line items.

DISCUSSION.

Mark mentioned again, that the April 13, 2021 meeting was where the CIP budget would go in front of BOCC with all other departments for discussion, and where the BOCC would submit preliminary approval.

He stated in July the full budget would be discussed and tentatively approved by BOCC.

He stated there would be two meetings in September 2021 to finalize budget. In September budget dollars would not be able to be added, but budget items could go up to but not exceed the specified budget amount.

Mark opened the floor for questions. There were none.

**\* Jack Mathison motioned to support the Capital Improvement Program as is.**

**\*\* John Sedwitz seconded, and the motion carried 5-0.**

## **10. UNFINISHED BUSINESS**

### **A. Goals for Upcoming Year**

Goals for the upcoming year were revisited. Discussed that one goal may be close to closing out. That being:

- Review and provide feedback on the FY22 Parks and Recreation Capital Improvement Plan. (Master Plan Goals 1, 2.1, 2.2, 4.1, 4.3, 4.6)

## **11. COMMENTS/DISCUSSION**

### **A. Date of Next Meeting**

Thomas Campenni informed the members that the next meeting will take place on April 15, 2021 at 5:00PM. The location of the next meeting will be at Port Salerno Civic Center, 4940 SE Anchor Way, Stuart, FL 34997

### **B. Members**

None.

### **C. Staff**

Mark Lynch asked if the Board would like for staff to stop printing agendas and meeting minutes as they were already being sent prior to the meeting and presented on a screen during the meeting, in order to reduce paper use. All Board members mentioned preferring electronic copies instead. Thomas Campenni stated if the agenda with all attachments could be presented 3-4 days before the meeting that printed copies would not be necessary. Mark stated staff would print limited copies of both moving forward.

## **12. ADJOURN**

**\* Jack Mathison motioned that the meeting be adjourned.**

**\*\* John Sedwitz seconded, and the motion carried 5-0.**

The meeting was adjourned at 5:35pm.

\_\_\_\_\_  
Jennifer Ahern, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mark Lynch, Deputy Director

\_\_\_\_\_  
Date

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