

**MINUTES  
BAY OAKS RECREATIONAL CAMPUS  
ADVISORY BOARD (BORCAB)**

Town Hall  
2525 Estero Blvd.  
Fort Myers Beach, FL 33931  
Thursday, January 5, 2017

**I. CALL TO ORDER**

Meeting was called to order at 9:01 a.m. by Chair Simpson.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Members present: Dave Anderson, Becky Bodnar, Janna Holmes, Denise Monahan, Tom Myers, Betty Simpson and Rae Sprole.

Council Liaison: Tracey Gore

Staff present: Sean De Palma and Sarah Mayher.

**IV. APPROVAL OF MINUTES - January 5, 2017**

**MOTION:** Mr. Anderson moved to approve the minutes; second by Ms. Sprole.

**VOTE:** Motion passed unanimously.

**V. PUBLIC COMMENT - no public comment.**

**VI. ITEMS FOR DISCUSSION - Department Update**

Sean De Palma introduced himself and he noted there were many opportunities for Bay Oaks. Mr. De Palma stated they would implement changes where they could in small increments. The pool was closed while resurfacing was in process. He noted they would look to utilize other funds to update the kiddie pool surface and the aquatic apparatus. The slide will be resurfaced and updated to bring it into compliance. The heaters went out to bid for 30 days and will end on February 24, 2017. If no one bids, the scope would have to be revamped and rebid. The bid process was discussed at length. Mr. De Palma commented that there were only three qualified companies in the region that could provide the service for the thermal heating system. Mr. Anderson expressed his frustration with the process especially since the heaters were in the budget. Mr. De Palma clarified that the heaters were not forecasted and budgeted. They were put in the budget after they were needed and that was not the proper way to forecast a budget for capital improvements. He clarified that they had less than \$400,000.00 for infrastructure and they would come up with a plan for flooring. Mr. Anderson stated that when Bay Oaks was transferred to the Town, \$400,000.00 was earmarked for air conditioning, roof and floor. Discussion was held concerning priorities and changing processes going forward.

*heaters were put into budget for approval*

BORCAB 20170202

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*"included @ time of approval."*

Flag football and adult basketball were wrapping up and he hoped to expand the program to include a women's program. The Club Rec program will become one of the priorities. He will develop a monthly report with participation numbers and revenues to be published at the beginning of every month. Discussion was held regarding the timing of the report. Ms. Monahan suggested changing the date of their meeting to the second week. Ms. Gore will check with Council.

Mr. De Palma indicated they were moving forward with the air conditioning and the lighting by calling vendors for quotes. He stated they would make modifications to the old scope and put it on DemandStar. The process could take three to five months.

Mr. De Palma stated the BOSS program would be revamped to balance out external trips and internal activities. He commented that he would like to bring more activities onto the Island.

Ms. Monahan thanked Mr. De Palma. She questioned the Teen program and noted they had a meeting scheduled for February 3, 2017. Mr. De Palma replied that the program would be revamped to create a Teen Council who would host their own meetings facilitated by staff. They will create their own agendas and include elements of volunteerism and academics or skill building.

Ms. Monahan was frustrated that the pool was going to be closed for three weeks at the busiest time and BORCAB was not notified. She questioned why it was not completed in December.

Mr. De Palma replied that going forward, transparency in communicating would be a priority. He confirmed that the pool would open on Monday, February 6, 2017.

Chair Simpson commented that she was grateful for what Ms. Mayher and her team did in the absence of a director and she was grateful that Mr. De Palma was the new director. She questioned locating funds through grants or TDC funds. Mr. De Palma discussed the difference between the agreement with Lee County and Sanibel and the agreement with Lee County and Fort Myers Beach. Chair Simpson described details of the incorporation.

Mr. De Palma discussed mechanisms for obtaining grants, collecting and maintaining data, fitting criteria and forecasting expenditures. Ms. Monahan questioned whether Mr. De Palma had enough staff. He replied that staff would be trained, coached and mentored, but they did need some outside skills and he hoped to recruit volunteers or update positions. Ms. Gore stated that she could write grants or help find someone to write grants.

Ms. Bodnar questioned the status of the newsletter. Mr. De Palma responded that internal mechanisms were being put into place to address the newsletter. He indicated that marketing would be expanded and increased for the overall department and specifically the senior population.

## **VII. MEMBER ITEMS**

- Mr. Myers commented that Bay Oaks was doing very well.
- Mr. Anderson welcomed Mr. De Palma and stated he was willing to help him in any way. He expressed concern regarding the heater situation. He discussed the budget and being proactive.
- Ms. Holmes was encouraged and appreciative. She indicated there were volunteers with skills on the Island. Mr. Anderson suggested that Mr. De Palma contact Jackie Liszak from the Chamber regarding a new group called Formerly Important People (FIPS), who were retired professionals.
- Chair Simpson welcomed Mr. De Palma and appreciated all his efforts in the short time he was there. She would like to see the newsletter in more locations and she described the rack card.

•Ms. Bodnar discussed publicity and outreach for the senior program. She questioned the percent of return compared to the budget. Mr. De Palma discussed cost recovery. His initiative was to be fiscally responsible in how they functioned, to make strategic decisions for purchases, to vet for proper pricing and being efficient with programs. Mr. De Palma was a believer in having a private sector mentality.

•Ms. Sprole was excited with Mr. De Palma as director. She thanked staff for their hard work.

•Ms. Monahan was excited and appreciated staff for holding it together. She provided BORCAB with an email from Mr. De Palma that answered specific questions. Mr. De Palma will attend the next Friends group meeting and go through the questions. She stated the questions covered marketing and fundraising and she invited everyone to attend the meeting on Tuesday, February 7, 2017. She stated that she had been handing out RAC cards and questioned whether they had an unlimited supply. Mr. De Palma will give her an answer on Tuesday.

•Ms. Gore will speak to Council regarding changing the meeting date. She was excited about Mr. De Palma being director. She described her passion with Bay Oaks and she was glad to see things going down the right path. Ms. Bodnar stated that Interim Town Manager Steele was responsible for hiring a director. Chair Simpson thanked Ms. Gore for being involved with the Youth Council.

#### VIII. PUBLIC COMMENT

Leon Moyer, resident, commented that he did not see a completion date on the invitation to bid on DemandStar. He felt it was negligent to exclude a date. He noted the application was 66 pages long. He questioned why they did not use a bid quotation from other government entities that installed a geothermal pool. He questioned the expense of a geothermal pool. He wanted to hear more motions and seconds in their meetings so Council knew what to do. He revealed that the website still stated they met at the Bay Oaks campus. He appreciated the opportunity to speak on the issues and he appreciated their input.

Discussion was held regarding geothermal technology. Mr. De Palma stated that they were not able to piggyback on another municipality because no one had installed a geothermal system. Ms. Gore noted the website had been changed to reflect the meeting site.

#### IX. ADJOURNMENT

**MOTION:** Mr. Myers moved to adjourn; second by Ms. Holmes.

**VOTE:** Motion approved unanimously.

Meeting adjourned at 10:53 a.m.

Adopted 3-9-17 with/without changes. Motion by Dave Anderson.  
(DATE)

Vote: \_\_\_\_\_ Signature: Rae Sprole

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