

**Town of Southwest Ranches**

Recreation, Forestry and Natural Resources Advisory Board

**Meeting Minutes**

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March 10, 2015

Town Hall

7:00 PM

13400 Griffin Road

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**Call to Order** 7:00 PM

**Roll Call**

Chris Brownlow-Secretary-Present  
Mary Gay Chaples-Chair-Present  
Debra Goff Rose-Member-Present  
John Herring-Member-Absent  
Aster Knight-Member-Present  
Marie Nix-Member-Absent  
Karen Parkerson-Member-Present  
Kathy Sullivan-Member-Present

A quorum was established.

**Also Present:** Councilmen: Gary Jablonski, Doug McKay  
Staff Liaison: December Lauretano-Haines, Russell Muniz  
Residents: Nancy Hartman, Newell Hollingsworth, Luis Rodriguez

**Pledge of Allegiance**

**Motion: Excuse both John Herring and Marie Nix**

**Result** 1st 2nd CB MC AK KP

DG KS Y Y Y Y

*Passed*

**Motion:** Accept the February 10<sup>th</sup> minutes.

**Result** 1<sup>st</sup> 2<sup>nd</sup> CB MC KP KS  
AK DG Y Y Y Y

*Passed*

**Motion:** Move Food Truck Scholarship Fundraiser to May 30<sup>th</sup>.

**Result** 1<sup>st</sup> 2<sup>nd</sup> CB MC DG AK  
KS KP Y Y Y Y

*Passed*

**Motion:** Limit events at ROCA Barn to 2 in the large room and  
2 in the small per week.

**Result** 1<sup>st</sup> 2<sup>nd</sup> CB MC AK KS  
KP DG Y N Y Y

*Passed*

**Motion: Revise the Board's recommended policies for use of the Rolling Oaks Barn per**

**suggestions submitted by residents:**

- Discounts for Southwest Ranches residents
- **events must end by 11 PM and facility must be cleaned and vacated by no later than 12 AM**
- DJ's and bands must be inside or on the North side of the building
- Exterior activities with tents and other items to be in designated areas only
- No multi-night rentals
- No recurring event rentals
- Rental fees: 1. Small room a) \$100 for residents b) \$200 for non-residents  
2. Big room a) \$500 for residents b) \$1,000 for non-residents. Security deposits will be \$100 and \$500 respectively.
- Limit number of weekly uses to 2/the small room and 2/the large room

**Result 1<sup>st</sup> 2<sup>nd</sup> CB MC AK KS**

DG KP Y Y Y N

*Passed*

**Commented [DL1]:** Chrissy, I deleted this and several other of the suggestions made by residents because the points are moot. They were already addressed in the policy -- the residents just didn't read what was already there. The Board's only motions and votes were on the items that needed to change, not the whole list brought forth by residents. We should not include items that already existed in the policy. If we did it would appear that we put those conditions in as reaction to their suggested changes, when, in fact, the Board's recommended policy already contained exactly what they were asking for in those cases.

We should make sure to accurately reflect the actual intent/content of motions, not try to characterize discussion about motions.

Writing minutes is an acquired skill, which is why the clerk is being so careful to make it a form, not a narrative. It is easy to get trapped into writing ideas that were not actually intended or included in content of motions. Our language creates a pitfall to which it's all too easy to succumb!

**Discussion Items:**

- The Town Clerk gave an overview of The Sunshine Law and Advisory Board Policy
- Staff briefed members present on maintenance issues
- Plans for Calusa Corners...starting in summer, FRDAP grant-related improvements will begin for playground and picnic facility.
- Exotics in the small wetland at center of driveway on the Rolling Oaks site will be removed by the Town's new maintenance contractors
- The new maintenance contractors begin Monday, March 16<sup>th</sup>.
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**There being no further business to discuss, the meeting adjourned at 8:45 pm.**