



**Town of Southwest Ranches
Parks, Recreation, Forestry and Natural Resources Advisory Board
Official Minutes**

Via Zoom

January 12, 2021
7:00 pm

Board Members

Chris Brownlow, Dena Butler, MaryGay Chaples, Lana Eichel,
Debra Goff-Rose, Debbie Green, Wendi Halberg, Sheryl Melson,
Laurie Morse, Marie Nix

Council Liaison

Gary Jablonski

Staff Liaison

December Lauretano-Haines

Members present:

Chris Brownlow
Dena Butler
Lana Eichel
Debra Goff-Rose
Debbie Green
Wendi Halberg
Sheryl Melson
Laurie Morse

RFNRAB Members absent:

MaryGay Chaples
Marie Nix

Council present:

Gary Jablonski
Mayor Steve Breitkreuz
Jim Allbritton
Bob Hartmann

Staff present:

December Lauretano-Haines

Call to order at 7:03 PM. A Quorum was established.

Staff addressed the members present to introduce new and returning members. Staff briefed the Board regarding reference material in their meeting package, including the Board's establishing Resolution #2021-015 and the Board proposed meeting schedule for 2021. Approval of minutes was agreed to be put off until after the Board orientation session.

Assistant Town Administrator Russell Muñiz provided an orientation for all Board members on the Town's Advisory Board policy as well as the laws governing "sunshine" and proper ways in which Board members shall handle correspondence regarding Board business.

The members present discussed election of officers.

Election of Chairperson:

Debra Goff-Rose motioned to nominate Christina Brownlow as Chairperson. Debbie Green seconded and the motion passed unanimously.

Election of Vice-Chairperson:

Debbie Green motioned to nominate Debra Goff-Rose as Vice-Chairperson. Chris Brownlow seconded and the motion passed unanimously.

Election of Secretary:

Chris Brownlow motioned to nominate Debbie Green as Board Secretary. Debra Goff-Rose seconded and the motion passed unanimously.

The members present reviewed the minutes of the March 2020 meeting. Debbie Green requested that the section regarding design parameters for the Country Estates Park entrance be amended to state that visitors should feel they are entering an area with a "rural, country feel" rather than a "wilderness."

Debbie Green motioned to approve the minutes of the March 2020 meeting with change requested. Debra Goff-Rose seconded and the motion passed unanimously.

Staff briefed the members present regarding resident suggestions for Rolling Oaks Park and Country Estates Fishing Hole Park, referring to correspondence included in the meeting materials.

For next meeting, Staff will prepare a list for the Board of parks, grant commitments, developments planned and those built and not yet built.

Board members and Council discussed closures of some of the park amenities, such as playgrounds and restrooms, due to the COVID-19 pandemic. Staff briefed the members about measures the Parks Department has taken and what message personnel are currently sharing with the public. Staff has attempted to lead by example by not resuming reservations for public and private events, largely due to limitations on our staff and financial resources and requested guidance for any other direction the members present think the Town should take. Generally, all agreed that safety for the residents and visitors is of paramount importance.

Laurie Morse asked about whether there will be a trail at Founders' Trailside park. Members present discussed various parks and amenities planned. It is time for Staff to provide some information on parks for the newsletter, it has been a while since these were featured.

Debbie Green briefed the members present about the proposed art contest for the Country Estates Fishing Hole Park entrance. This item should be discussed again at next meeting.

There being no further business to discuss, the meeting adjourned at 8:55 pm.