

**MICROFILMING INFORMATION SHEET**

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**TO:** VENDOR  
**FROM:** Town of Longboat Key  
Town Clerk Department  
501 Bay Isles Road  
Longboat Key, FL 34228  
**DATE:** 05-24-2005  
**SUBJECT:** Microfilming

Please index the attached collection of records utilizing the following language and placing this language in the upper right hand corner of each image.

CCAC 07-24-2003

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The database should include the following fields:

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This collection of records should be placed on the following film type:

X 16 mm

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If there are questions regarding the collection of records that are to be microfilmed please contact Jo Ann Dunay-Mixon, Deputy Clerk Records, at 941-316-1999.

**PUBLIC NOTICE & AGENDA**

**Town of Longboat Key**

**Community Center Advisory Committee**

**July 24, 2003 9:00 AM**

**Town Commission Chambers - 501 Bay Isles Road - Longboat Key, FL**

- 1. Call to Order**
- 2. Public to be Heard**
- 3. Facilitator Presentation – Dr. Pamela Skyrme**
- 4. Board Comments**
- 5. Public Comments**
- 6. Adjournment**

If any person decides to appeal any decision made by the Board concerning any matter considered at this meeting, a record of the proceedings will be needed. For such purpose that person may need to ensure that a verbatim record of the proceedings is made, which report includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Town Clerk at 316-1999.

**After meeting adjournment the members of the CCAC will tour facilities at the Anna Maria Island Historical Society (402 Pine Avenue, Anna Maria Island) and the Anna Maria Island Community Center (407 Magnolia Avenue, Anna Maria Island).**

**MINUTES: TOWN OF LONGBOAT KEY AD HOC COMMITTEE****COMMITTEE:** Community Center Advisory Committee**DATE OF MEETING:** July 24, 2003 – 9:00 AM**MEMBERS PRESENT:** Vice Chairman Shapiro; Ralph Hunter, Walter Hackett, Jr.; Corinne Silver-Ragheb**ABSENT:** Chairman Brown, Members Kerwin and Frank**1. Call to Order**

The meeting began at 9:00 AM.

Vice Chairman Shapiro requested corrections to the 7-10-03 CCAC Minutes, Item 3 be corrected as follows: (1) Members Hunter (Hackett) and Silver-Ragheb distributed listings of proposed facility uses/activities (included in the agenda package); (2) Member Hackett (Hunter) would meet with Recreation Manager Litwhiler to discuss Community Center components; recommendations would be reviewed at the 7-17-03 CCAC Meeting.

**2. Public To Be Heard****3. Facilitator Presentation – Dr. Pamela Skyrme**

Dr. Skyrme discussed her qualifications and background (Cities of Clearwater, North Port, Sarasota); processes to achieve outcomes; creative initiatives; development planning. Member Hunter inquired about facilitator service fees. Dr. Skyrme said service fees might be \$4,500 (approximate). Discussion continued regarding brainstorming strategies for site designation; facility components (gym, pool, catering, parking); citizen feedback; communication improvements; conflict resolution; action planning; enhanced problem solving.

Member Hunter did not believe the group needed outside assistance; suggested scheduling a road trip to visit activity centers at Port Charlotte, Venice, Englewood, Sarasota, and North Port. Dr. Skyrme suggested non-government facilities also be visited. Member Hackett inquired about the safety information that was to be provided by Public Works Director Florensa; Manager St. Denis would investigate. Dr. Skyrme suggested determining facility components prior to site selection; discussed self-funding operations versus wishful items. Member Hunter suggested the Committee consented to agree that Bayfront Park Recreation Center be designated as a tentative site. Member Silver-Ragheb proposed the community center be constructed on town-owned property; Vice Chairman Shapiro favored renovating Bayfront Park Recreation Center, and research adjacent land acquisition. Member Hackett felt the added assistance of Dr. Skyrme was necessary. Dr. Skyrme discussed consultant and client responsibility, requirement, and contractual agreement.

**Community Center Advisory Committee (Cont.)**

7-24-03, Page 2

Discussion continued regarding additional options and/or sites for community center development. Member Hackett asked if an October completion timeframe was possible. Manager St. Denis said site selection, facility components, construction costs should be accomplished by October 2003; however, facility design need not be selected prior to January 2004.

It was moved by Hackett, seconded by Shapiro, for Dr. Skyrme to submit a contract/service proposal at the 8-07-03 CCAC Meeting. Motion failed 2-2 on roll call vote: Hackett, yes; Shapiro, yes; Silver-Ragheb, no; Hunter, no.

Member Hackett stated he was uncomfortable about voting results because other Committee Members were not present. Vice Chairman Shapiro said the proposal would be submitted at no charge, and suggested the Committee review the proposal. Member Hackett asked Dr. Skyrme to submit a proposal; Dr. Skyrme agreed to submit the proposal through the Town Manager's Office by August 7, 2003 (copies would be provided to the Committee).

Mr. Samir Ragheb, 7035 Bayside Drive, opined the motion had been defeated; the Chairman could not vote (except to resolve a tie vote); motions should not be made on just any subject at anytime. Town Clerk Spencer advised the Town adopted Bagley's *"Know What To Do and How To Do It"* versus *Robert's Rules of Order* which provided a more informal format for committees, historically used the by Town.

Sherry Fiedler, Personal Trainer/Fitness Instructor and former Recreation Center Manager, discussed development, growth and use of the Bayfront Park Recreation Center, favored expanding the existing site.

**4. Board Comments****5. Public Comments**

**6. Adjournment** - The meeting adjourned following an on-site tour by the Committee of facilities on Anna Maria Island at 11:00 a.m.

**Submitted by: Barbara Wahl, Deputy Town Clerk**