



The CITY OF DAYTONA BEACH

Leisure Services Advisory Board Agenda

February 17, 2016

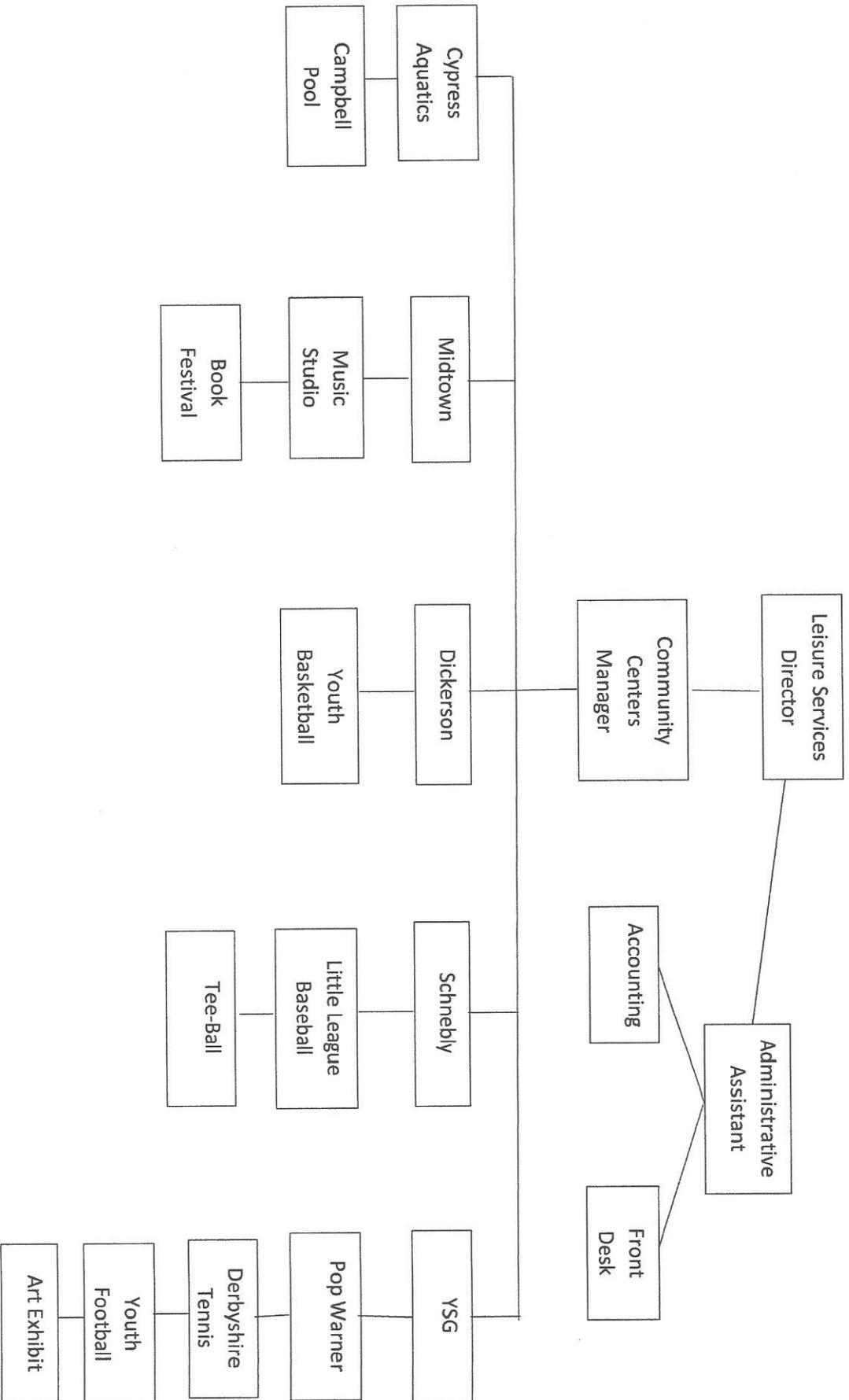
Midtown Cultural & Education Center
Regular Meeting
Multipurpose Room

925 George W. Engram Blvd.
Wednesday, February 17, 2016
4:00 P.M.

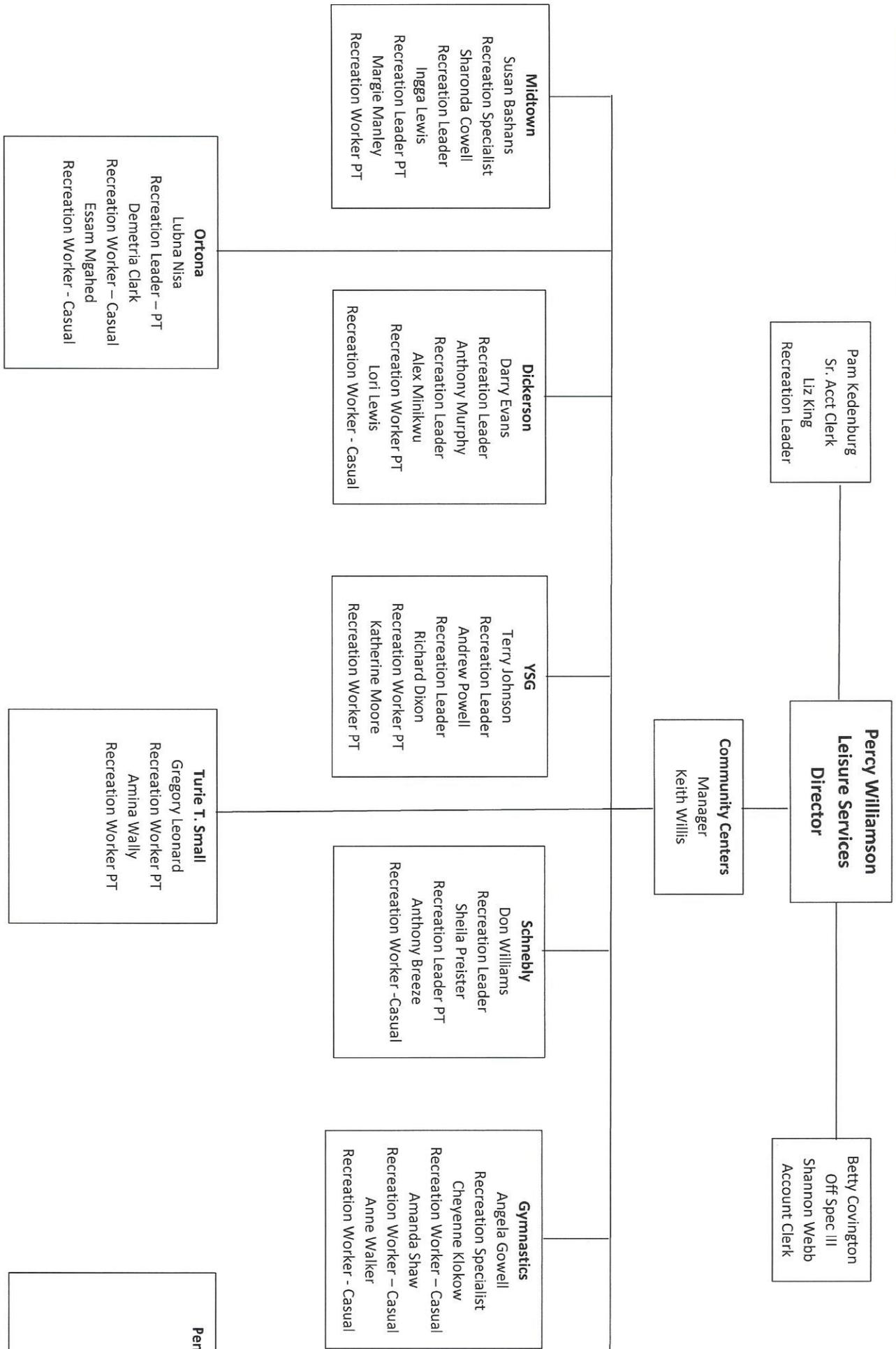
Help for people with hearing impairments is available through the Assistive Listening System. Receivers can be obtained from the Video Assistant.

1. **Call to Order**
2. **Welcome**
3. **Roll Call**
4. **Overview of the Formation of the Board**
5. **Description of the Leisure Services Department:**
 - Keith Willis – Community Centers Manager**
 - Susan Bashans – Community Centers**
 - Joe Wooden – Cypress Aquatics Supervisor**
 - Angela Gowell – Gymnastics Head Coach**
6. **Election of Officers**
7. **Comments**
8. **Adjournment**

LEISURE SERVICES DEPARTMENT



PROPOSED LEISURE SERVICES DEPARTMENT ORGANIZATIONAL CHART



RESOLUTION NO. 15-183

A RESOLUTION ESTABLISHING A LEISURE SERVICES ADVISORY BOARD; DISSOLVING THE DAYTONA BEACH MUNICIPAL GOLF COURSE ADVISORY BOARD; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 94-390, as amended by Resolution No. 96--233, the City Commission established the Daytona Beach Municipal Golf Course Advisory Board; and

WHEREAS, the existing Board has ceased to be active for some time; and

WHEREAS, City Commission wishes to dissolve the Daytona Beach Municipal Golf Course Advisory Board and establish a newly constituted Leisure Services Advisory Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH, FLORIDA:

SECTION 1. There is hereby created and established a Leisure Services Advisory Board of the City as follows:

1. Purpose, duties, functions.

- A. To advise City staff and the City Commission with recommendations to improve Leisure Services programs for the citizens of the City; and
- B. To analyze the recreational needs of the community; and
- C. To provide an opportunity for combining public opinion in determining community recreational needs, giving due consideration to suggestions and criticisms from all interested citizens; and
- D. To review planning and implementation of City recreational activities; and
- E. To render advice and assistance in the consideration of such matters as site location, supervision of activities, and maintenance of facilities.

2. Membership, appointment, and term of office.

- A. The Leisure Services Advisory Board will consist of seven members appointed by the City Commission as a whole. Board members shall include one regular member nominated by each City Commissioner from among residents of the City Commissioner's zone; plus one member, who may be a resident of any zone nominated by the Mayor.
- B. Initial members' terms will be as follows:
 - (1) Four members will be appointed for a term expiring December 31, 2016.
 - (2) Three members will be appointed for a term expiring December 31, 2017.Thereafter, appointments will be for two-year, staggered terms.
- C. A member may be reappointed, and will continue to serve on the Board until a successor is appointed.
- D. Vacancies will be filled for the remainder of the unexpired term only.
- E. Board members will serve without compensation.

3. Attendance.

If a member of the Board fails to attend three regularly-scheduled board meetings during any 12-month period, the Board will consider the cause of the absences; and if deemed necessary, the Board may request that the member resign or that the City Commission remove the member.

4. Removal.

Board members serve at the pleasure of the City Commission and may be removed by the City Commission at any time, with or without cause.

5. Chair and vice-chair.

- A. The Board will elect a chair and a vice-chair from among its members, each to serve a one-year term. No member will serve more than two consecutive terms as chair. Members may serve any number of consecutive terms as vice-chair.
- B. The chair will preside over all board meetings. The vice-chair will act as chair in the chair's absence. In the absence of both the chair and vice-chair, the Board will by majority vote of the members present, select a member as acting chair for the board meeting.

6. Staff.

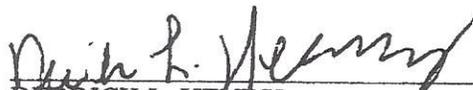
The City will provide clerical staff and a professional staff liaison to the Board, and will provide for notification of board members of all meetings, the keeping of the minutes of meetings, and administrative support.

7. Meetings.

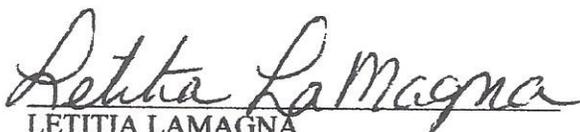
- A. The Board will adopt a schedule establishing the date, time, and location of regular board meetings. Staff may call special meetings of the Board as needed.
- B. Four members will constitute a quorum. No official business of the Board will be conducted without a quorum present.
- C. All board members will comply with State law regarding voting and voting conflicts.
- D. The Board may adopt rules of procedure governing Board procedures and operations.
- E. All Board meetings and all board decisions will comply with State law regarding sunshine requirements.

SECTION 2. The Daytona Beach Municipal Golf Course Advisory Board is hereby dissolved.

SECTION 3. This Resolution shall take effect immediately upon adoption.


DERRICK L. HENRY
Mayor

ATTEST:


LETITIA LAMAGNA
City Clerk

Adopted: July 15, 2015

Leisure Services Advisory Board

1. Establishment.

There is hereby created and established a leisure services advisory board of the city.

2. Purpose, duties, functions.

- A. To advise City staff and the City Commission with recommendations to improve Leisure Services programs for our citizens.
 - (1) Analysis of the recreational needs of the community.
 - (2) Provision of an opportunity for combining public opinion and determining community recreational needs, giving due consideration to suggestions and criticisms from all interested citizens.
 - (3) Review planning and implementation of City recreational activities.
- B. The board will render advice and assistance in the consideration of such matters as site location, supervision of activities, and maintenance of facilities.

3. Membership, appointment, and term of office.

- A. The leisure services advisory board will consist of seven members appointed by the city commission.
- B. The board will include at least one voting member from among the residents of each city commission zone.
- C. Initial members' terms will be as follows:
 - (1) Four members will be appointed for a term of one year.
 - (2) Three members will be appointed for a term of two years.Thereafter, appointments will be for two-year, staggered terms.
- D. A member may be reappointed, and will continue to serve on the board until a successor is appointed.
- E. Vacancies will be filled for the remainder of the unexpired term only.
- F. Board members will serve without compensation.

4. Attendance.

If a member of the board fails to attend three regularly-scheduled board meetings during any 12-month period, the board will consider the cause of the absences; and if deemed necessary, the board may request that the member resign or that the city commission remove the member.

5. Removal.

Board members serve at the pleasure of the city commission and may be removed by the city commission at any time, with or without cause.

6. Chair and vice-chair.

- A. The board will elect a chair and a vice-chair from among its members, each to serve a one-year term. No member will serve more than two consecutive terms as chair. Members may serve any number of consecutive terms as vice-chair.
- B. The chair will preside over all board meetings. The vice-chair will act as chair in the chair's absence. In the absence of both the chair and vice-chair, the board will, by majority vote of the members present, select a member as acting chair for the board meeting.

7. Staff.

The city will provide clerical staff and a professional staff liaison to the board, and will provide for notification of board members of all meetings, the keeping of the minutes of meetings, and administrative support.

8. Meetings.

- A. The board will adopt a schedule establishing the date, time, and location of regular board meetings. Staff may call special meetings of the board as needed.
- B. Four members will constitute a quorum. No official business of the board will be conducted without a quorum present.
- C. All board members will comply with State law regarding voting and voting conflicts.
- D. The board may adopt rules of procedure governing board procedures and operations.
- E. All board meetings and all board decisions will comply with State law regarding Sunshine requirements.

RESOLUTION NO. 15-296

A RESOLUTION APPOINTING VOTING MEMBERS TO A NEWLY CONSTITUTED LEISURE SERVICES ADVISORY BOARD TO SERVE STAGGERED TERMS EXPIRING DECEMBER 31, 2016, AND DECEMBER 31, 2017; APPOINTING ONE AT LARGE MEMBER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 15-183, the City Commission dissolved the Daytona Beach Municipal Golf Course Advisory Board and established a seven member Leisure Services Advisory Board to advise staff and the City Commission on matters relating to Leisure Services programs; and

WHEREAS, the Leisure Services Advisory Board consists of one member nominated by each City Commissioner from among residents of the City Commissioner's zone, and one at-large member nominated by the Mayor, all members serving staggered two-year terms; and

WHEREAS, the City Commission desires to appoint qualified members to serve on the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH, FLORIDA:

SECTION 1. The City Commission hereby appoints the following individuals to the newly constituted Leisure Services Advisory Board to serve terms as indicated or until a successor is duly appointed, if that be later:

Zone 1 Amanda Glugover, term expiring December 31, 2017

Zone 2 Steven Miller, term expiring December 31, 2016

Zone 3 Matthew Withington, term expiring December 31, 2017

Zone 4 Carol Kilian, term expiring December 31, 2016

Zone 5 Ashley Thomas, term expiring December 31, 2017

Zone 6 John Huger, term expiring December 31, 2016

At-Large Mayoral Dwayne Murray, term expiring December 31, 2016

SECTION 2. The persons appointed herein shall serve only so long as they remain qualified, and shall serve through the expiration of their appointed terms or until a successor is appointed and qualified if that be later.

SECTION 3. This Resolution shall take effect immediately upon its adoption.


DERRICK L. HENRY
Mayor

ATTEST:


LETITIA LAMAGNA
City Clerk

Adopted: December 2, 2015