



Parks & Recreation Advisory Board

Regular Meeting Minutes

March 20, 2024 at 5:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Dively, Michael Perelman, Robert Bendick, Craig Russell

Absent

Krystal Dawkins, Leah J. Bonich, Shannnon Sarkarati

Staff Present

Director Jason Seeley, Assistant Directors Cathleen Daus and Mike McCosker, Recreation Coordinator Laura Halsey, and Recreation & Family Services Manager John Clarke

1. Call to Order

Meeting was called to order at 5:32 by Chairman Perelman

2. Consent Agenda

- a. Approve the minutes of February 21, 2024

Motion made by Bob Bendick, seconded by Craig Russell, to approve the February 21, 2024, minutes. Motion passes 4-0.

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

Gigi Papa, 1440 Hibiscus Ave, had three questions pertaining to the new pool that was requested by Blue Dolphins.

1. Parking - what are the plans to accommodate additional traffic? Mrs. Papa stated she has not seen any consideration for the increased parking requirements and referenced Saturday mornings as an example of how busy the park can become when there are runners, cyclists, Cady Way swimmers, etc.

2. What is the timing of the project - the date to begin and anticipated date of completion?

3. Is the \$2.2M endowment secured yet? At what amount, or point, will it have to be secured before the city will be required to commit and fund their portion of the project? At what point of the secured endowment will construction begin? She does not want an eyesore if the project is interrupted because funding was not secured, or for city taxpayers to be on the hook to complete the underfunded project. She stated Winter Park should require monthly progress reports.

Mrs. Papa also suggested moving the Public Comments section to later in the agenda to allow those present to speak an opportunity to listen to the item discussions prior to addressing the board.

The board acknowledged her questions and stated there would be more information as the project moves forward.

4. Action Items

a. Approval of MLK Community Playground RFP

Mr. Seeley reviewed the presentation included in the packet with the board for the MLK playground RFP, which was approved by CRA on February 22, 2024. Mr. Seeley briefly discussed the scope of services and asked if there were any questions from the board.

- Mr. Russell wants to ensure the city will address the issues with ADA apparatus, in all pedestrian spaces, and facilities to ensure they are in compliance.
- Mr. Bendick inquired about the schematic design for the playground installation, and Mr. Seeley assured the board that the community would be given the opportunity to provide their feedback throughout the project. Mr. Bendick also inquired how the builder would be selected and complimented staff on their work on the project.
- Mr. Dively inquired who sits on the selection committee for hiring the contractor and clarification of the submission deadline. Mr. Seeley explained that the RFP will go out to the public on April 1, 2024 and bids must be submitted by May 15, 2024 in order to be considered. Mr. Dively also inquired about equipment warranties which won't be known until the manufacturer is selected. That information will be provided as part of the bid contract. Mr. Seeley will reach out to procurement for clarification on the warranty aspect of the bid. Mr. Dively asked for clarification regarding the last sentence under the "eligibility" section.
- Mr. Perelman inquired about the verbiage listed under Scope of Services, Items A and F. He feels the verbiage is vague and needs to be more specific. Mr. Seeley will discuss with procurement. Mr. Perelman circled back to Mr. Russell's comment on ADA requirements. Mr. Seeley explained that the playground will be built to be inclusive for all who wish to use it.

Motion made by Michael Dively, seconded by Craig Russell, to approve the MLK Community Playground RFP as presented. Motion passes 3-1, with Perelman opposing.

Motion made by Mr. Perelman to make verbiage revisions, detail project objectives, and remove metal as a natural material. A second was not obtained, motion fails.

5. Non-Action Items

a. Mini Park Action Item List

Mr. Seeley asked if the board would support having a QR code on the signage designating whether the location is a mini-park, streetscape enhancement, or a lake lookout. The QR would provide additional information for visitors without having an oversized or overabundance of signage at the parks.

Ms. Daus suggested using the smaller signs and changing them from green to monochromatic for a more aesthetic appearance. Mr. Perelman pointed out that the current map of park listings will need to be updated with the new mini-park locations and she assured him that once the parks are completed, Communications would take photos of each park and add them to the website and marketing materials. Mr. Bendick asked if there were standards and/or specifications for park signage.

Mr. Dively recommended periodic Mayor-led bicycle tours to visit the locations and feels this would be a good way to promote the new parks. He also touched on having historical signage and tours as well.

Ms. Daus stated that the parks needing signs will be done by the end of August and parks that need sign repairs will be done by January 2025. Mr. Perelman requested staff to bring a sample sign to the next meeting.

6. Staff Updates

a. Project Updates

Mr. Seeley walked the board through a PowerPoint presentation of current project updates. Mr. Bendick asked for additional information pertaining to Mead Gardens. Mr. Seeley informed the board that although Mead Gardens staff has input on signage design for Mead Gardens, it would still have to go through the communications department for final approval.

Mr. Seeley also provided the board with a list of upcoming events taking place through April 2024.

7. Board Comments

8. Upcoming Agenda Items

9. Adjournment

Meeting adjourned at 6:45 pm

Approved by the Board on April 17, 2024
/s/ Laura Halsey, Recreation Coordinator