



Parks & Recreation Advisory Board

Regular Meeting Minutes

May 15, 2024 at 5:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Dively, Leah J. Bonich, Michael Perelman

Absent

Krystal Dawkins, Shannnon Sarkarati, Robert Bendick

Staff Present

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

1. Call to Order

Meeting was called to order at 5:32

2. Consent Agenda

- a. Approve the minutes of April 17, 2024

Approval of the minutes was tabled due to lack of quorum

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

Cynthia Hasenau, Mead Botanical Gardens, spoke about the momentum of the restoration and progress of the improvements at the gardens. They have completed the creekside botanical bridge and met their goal of doing so before summer camp begins as they anticipate having about 500 campers on site this summer. The trail loop will be installed through the legacy garden which ties into the Eagle Scout project.

4. Action Items

- a. Mini Park Signage Recommendation

Cathleen Daus, Assistant Director, reviewed the drafts of sign options and informed the board that staff would recommend the sign with the city seal to the left and QR code to the right for the smaller parks. The board would like the signs to be a little larger. The goal would be to change the existing green signs to new monochromatic signs to bring consistency to signage throughout the parks. The board inquired about the QR code and what it is linked to. Ms. Daus stated it will direct users to the main parks page

where they can look up information on the individual parks. Discussion entailed font size, the value of the QR code and the information it provides, the CAPRA designation, what qualifies certain parks to be listed as mini parks, and ADA compliance. Staff have agreed to have the QR code removed from the signs. The board also didn't feel the CAPRA designation was necessary, staff stated they will consider the board's input.

5. Non-Action Items

a. Green Space Mapping

Mr. Seeley, Director, provided a map depicting the radius of green space locations throughout the city, which include cemeteries, specialty parks, golf courses, and other park spaces. The map also included parks just outside the city limits as a reference to show the proximity of parks for residents near those areas.

6. Staff Updates

a. Qtr 2/FY 24 - Strategic Action Plan Update and Review

Mr. Seeley walked the board through the most recent progress on the strategic plan initiatives. He informed the board there was a decision made about the parking for the Winter Park Library and Events Center, one of the last items for Mead Gardens is slated to be completed by the Fall, and the Ward Park concession stand and restrooms are complete.

The next three months are where things could potentially fall behind pace due to the amount of tasks staff are working on. Mr. Seeley created a spreadsheet signifying which projects are completed, in progress, have not started, or are behind.

The board asked where the funding is coming from for the parking enhancements, and it is believed to be from CRA, but staff will confirm.

b. Denning/Fairbanks Native Planting

The landscaping improvements at Fairbanks Ave. and Denning Dr. are underway but Staff is holding off on planting trees in the area until there is confirmation of the development plans for the space.

7. Board Comments

The board inquired about the incoming board members and how they are acclimated to the ongoing topics. Mr. Seeley stated he is developing a welcome packet that he will present to the new members and have discussions with each of them to determine where their interests lie in relation to the Parks & Recreation strategic plan, so he can be sure to bring them up to speed on everything.

8. Upcoming Agenda Items

9. Adjournment

Meeting adjourned at 6:14pm

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