Parks & Recreation Advisory Board
Regular Meeting Minutes

August 21, 2024 at 5:30 PM
City Hall Commission Chambers
401 S. Park Avenue

Present
Ginny Enstad, Ellen Wolfson, Thomas Sims, Leah J. Bonich, Lawrence Lyman

Absent
Robert Bendick, Lisa Tinker Marsh

Staff Present
Parks and Recreation Director Mr. Jason Seeley, Assistant Directors Cathleen Daus and Mike McCosker, Family Services Manager John Clarke, Recreation Coordinators Laura Halsey and Denise Eaton

1. Call to Order
Meeting called to order at 5:27 PM by Chairperson Leah Bonich

2. Consent Agenda

a. Approve the minutes of July 17, 2024

Motion made by Lawrence Lyman, seconded by Thomas Sims, to approve the July 17, 2024 minutes.
Motion passes 5-0.

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

4. Action Items

a. Fee Waiver Policy

Mr. Seeley, Parks and Recreation Director, discussed some of his changes for the Fee Waiver process, as well as reviewing the previous requirements. Explained how a client would need to meet certain criteria to receive 50% internal and could then request up to 50% of remaining fee be waived by Parks Board.

Ellen Wolfson asked if we had to offer 100%. Mr. Seeley responded that the Parks Board does not have to approve the additional remaining balance, up to 50%. Mr. Seeley proceeded to explain how city staff and fees would be determined by the individual event and what their event needs were and that their fees would be based that year's fee schedule. Mrs. Wolfson asked if we can cap fee waivers at the parks department level of 50% max.

Mr. Lyman, questioned if there has been anyone who came forward and complained about the fee waivers the city has previously provided. Mr. Seeley responded, no. Mr. Sims stated the public probably didn't know about the policy in order for anyone to complain about it.

Mrs. Enstad feels that 100% was a lot to waive. Mrs. Bonich commented that she did a lot of research on other cities for max fee waivers and almost none do 100%. Mrs. Wolfson recommended creating a hardship form for the additional fees to be waived. Mr. Lyman doesn't believe the policy should be changed. Mrs. Bonich's response was because the need has increased and is costing the city a lot of money. Mr. Sims made a claim that the Chamber of Commerce is not a 501c3 and should not be receiving any discounts from the city.

Mr. Seeley asked if the board agrees with the fee waiver as it reads in today meeting, aside from changing the Annual approval list. The board discussed having the pre-approved events list reviewed annually.

Mrs. Bonich suggested that it be revised again before it goes up to the commission. She also believes that some of the non-city sponsored events should not automatically fall under the blanket fee waiver (ex. Chamber of Commerce events that are not city sponsored) and would like each member to make recommended changes to the list for next month's meeting.
Mr. Seeley again asked if board is happy with the general outline of the policy.

Motion made by Ellen Wolfson, seconded by Thomas Sims, to accept the fee waiver policy but to readdress the list.
Motioned approved 4-1 with Lawrence Lyman opposing

b. Fee Schedule

Mr. Seeley reviewed the fee schedule in comparison with surrounding municipalities with the board, showing that they are inline and competitive. He made the board aware of the fact that the City of Winter Park is almost at 100% fee recovery in Parks and Recreation.

Motion made by Lawrence Lyman, seconded by Thomas Sims, to approve the Fee Schedule as presented.
Motion passes 5-0

5. Non-Action Items

Mrs. Wolfson requested to revisit the game benches proposal from the July 2024 meeting. Mrs. Enstad and Mrs. Bonich agreed to revisit the topic. Mrs. Wolfson suggested alternate locations in lieu of the West Meadow, such as MLK due to the possibilities with the extracurricular activities with the library. Mrs. Enstad brought up some concerns about homeless persons occupying the area. Mr. Lyman would like to hear from the Police Dept. on how they would address the homeless presence. Mr. Sims defended the Rotary gift and feels that due to their single seat design, there wouldn't be an issue with the homeless. Mr. Seeley stated the item would need to be presented as an action item at the next meeting if they wanted to revote.

Mrs. Wolfson and Mrs. Enstad agreed to have this come back as an action item.
The remaining members did not agree therefore, the item will move to commission as previously planned.

6. Staff Updates

Mr. Seeley provided updates to the board:
- Shady Park pioneer bust was completed and the ribbon cutting was 2 weeks ago. There was a good turnout and the project was very well received by Community.
- Mead Gardens pavilion completed this past spring and an ADA loop that connects both ends of the park together has begun. Front area near greenhouse will have a sidewalk to connect to ADA restrooms and should be completed over the course of the Fall.

- Started construction at Cady Way Park pickleball courts and should be completed this week.
- Changed to LED lights at Showalter Stadium.

Mrs. Enstad asked if the city would be installing additional Pickleball courts in Phelps Park as she was asked by a Winter Park citizen. Staff is going to present an idea for MLK park basketball courts to be repurposed into multiuse courts by adding lines for pickleball courts. Phelps is not an ideal park for the additional courts due to the proximity to residences and the potential nuisance of additional lighting and noise.

Mr. Seeley also stated we have to be cognizant of the fact that surrounding municipalities have been installing pickleball courts therefore, negating the need for additional pickleball courts in Winter Park.

a. Strategic Action Task Update

7. Board Comments

8. Upcoming Agenda Items

9. Adjournment

Meeting adjourned at 6:46pm

Approved by the Board on
/s/ Denise Eaton, Recreation Coordinator