



Parks & Recreation Advisory Board

Regular Meeting

Agenda

November 20, 2024 @ 5:30 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

-
- 1. Call to Order**
 - 2. Consent Agenda**
 - a. Approve the minutes of September 18, 2024
 - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 - 4. Action Items**
 - a. Fee Waiver Policy 30m
 - 5. Non-Action Items**
 - 6. Staff Updates**
 - a. Project Update 10m
 - b. Upcoming Events 5m
 - 7. Board Comments**
 - 8. Upcoming Agenda Items**
 - 9. Adjournment**



Parks & Recreation Advisory Board

agenda item 2.a

item type

Consent Agenda

meeting date

November 20, 2024

prepared by**approved by****subject**

Approve the minutes of September 18, 2024

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. PRAB Minutes 9.18.24

Parks & Recreation Advisory Board

Regular Meeting Minutes

September 18, 2024 at 5:30 PM

City Hall Commission Chambers

401 S. Park Avenue

Present

Leah J. Bonich, Thomas Sims, Ginny Enstad, Ellen Wolfson,
Lawrence Lyman, Lisa Tinker Marsh

Absent

Robert Bendick

Staff Present

Parks and Recreation Director Jason Seeley, Assistant Director Mike McCosker, Recreation Manager John Clarke, Recreation Coordinator Laura Halsey, Recreation Coordinator Denise Eaton

1. Call to Order

- Meeting called to order at 5:30pm

2. Consent Agenda

- a. Approve the minutes of 8/21/2024

Motion to approve minutes

- Mr. Lawrence Lyman

- Mr. Thomas Sims 2nd motion

Motion approved 6-0. Minutes from 8/21/24 pass.

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

a- Ms. Gigi Papa, 1440 Hibiscus Ave Winter Park FL 32789, commented on the non-profit and city fee waived for approved events using city residents' money. Highlighted the Rotary at Events Center as well as Peace Day in the Park in Central Park during the same time as the EV Car Show and Saturday Farmers Market in Meadow,

believes having an additional fee waived event during already scheduled city events, seems like a lot.

Mrs. Margaret Moorefield, 350 Carolina Ave, Winter Park FL 32789 asked if there is a criteria for where the events take place for requests in general. Mr. Seeley explained how the people making the request are requesting the space. We sometimes give alternatives if their original request cannot be met.

4. Action Items

a. Dr. MLK Jr. Park Renovations - Addition of Pickleball Courts and LED Lighting

- Mr. Seeley, discussed the plans for the MLK construction update. When the basketball courts were originally built, they were larger than they need to be.

Mrs. Ellen Wolfson asked how many pickleball courts would the city have with this.

Mr. Seely responded there would be 8 being built at Cady Way, 2 at Phelps only open during the day time, due to not being lit, 1 at Tennis center for lessons and, not a true pickleball, and then proposing 4 at MLK with lighting.

This space at MLK would allow the courts to be open later than other areas of interest due to no neighboring residents.

Mrs. Bonich asked about the amount of other sporting fields/areas there would still be at MLK with this renovation.

Mr. Seeley responded that they are proposing 2 full size basketball courts (4 half courts), 4 pickleball courts with lighting. Landscaping and beautification, as well as the 3 athletic fields.

Mr. Lyman asked if these pickleball courts can be configured for other purposes.

Mr. McCosker explained how the net poles are a permanent fixture of the courts. They CAN be moved, but it wouldn't be easy. Basketball courts would possibly be a better option for multipurpose. Mr. Lyman also addressed the additional parking that would be needed, especially on Friday nights with Flag football and then once the pickleball courts open.

Mr. Sims questioned the 6' fence running north to south, if it is high enough to keep a missed ball out of the other courts. Mr. Seeley

made note to potentially raise the fences higher, up to 8'.
Mrs. Bonich asked if Mr. Seeley is asking for a motion to add the 4 pickle ball courts and lighting. Yes.

Mrs. Bonich motioned to approve the addition of pickleball courts and LED lighting to the MLK construction project.

Mr. Lyman 2nd the motion.

Motion approved 6-0.

5. Non-Action Items

a. Discuss currently approved Community Events as well as any events that have had an event granted a fee waiver for consecutive years for consideration of being added to the Community Events list.

- Mr. Seeley provided the list of previously approved fee waived community events. Mrs. Bonich asked if these are all city-sponsored events. Mr. Seeley responded "no", Cheers to you and Best of Winter Park, are not.

Mr. Sims asked "Where does the policy and criteria development stand?"

- Mr. Seeley mentioned the one offs, the first time for WP nonprofit fee reduction. The criteria is done for that.

He went on to explain that changing some things for the community events would make us unable to help the events such as the Winter on the Ave, Art Festival etc.

Mr. Sims proposes that criteria for community event should be asked for an updated statement of hardship from each event, every year with possible term limits.

Mr. Sims believes WP Restore the ROAR should use their own facilities and not be given event space which the city in turn loses revenue for a Saturday night. Mr. Seeley asked if the foundation guaranteed they would be giving money back to the stadium each year would he be more inclined to approve this event yearly? Mr. Sims thinks they should fill out the form every year.

Discussion between members about possibly always waiving the WPHS events.

Mrs. Bonich asked if there are other WP schools that ask for the 100%

fee waiver. To current knowledge, there are not. She then believes that allowing Restore the Roar for WPHS as a blanket fee waiver will cause animosity for other schools who may find out that we would require to fill out a new form every year.

Mr. Sims motions there should be no list.

- no one seconds motion

Motion fails.

List of events up for discussion:

Restore the Roar - More discussion from WPHS

Unity Heritage Festival - city event - OK

WP Chamber of Commerce Tree Lighting - OK

Holiday Parade - (due to sponsorship Tom disagrees,) more discussion from Chamber

Autumn Art Festival - (Mr. Sims disagrees) - more discussion from Chamber

Cheers to You - more discussion from Chamber

Best of Winter Park - more discussion from Chamber

WP Sports Assoc. WPHS Hall of Fame - more discussion from HS

Rotary Annual Fundraiser - Asked for more discussion

FastStart Track and Field Invitational - OK

Peace and Justice Inst. - Peace Day in the park – Apply every year

FL Symphony Youth Orchestra - OK

We hope to have the organizations in question at the October meeting for more discussion.

6. Staff Updates

a. 2024 Strategic Action Progress Update

- Mr. Seeley went over the City Upcoming Events. 9/21 Central Park/West Meadow: EV Car Show and Peace Day in Park

10/12-10/13 Downtown: WP Fall Art Festival

10/15 Central Park/Park Ave: WP Homecoming Parade

10/26 MLK- Trunk or Treat

Mr. Seeley will send the SAP document to everyone after meeting.

- Mr. Seeley informed the board that the Founders Bust at Shady Park was completed.
- The stadium received new LED lighting at Showalter
- Cady Way 2nd pool going to commission next week
- Pickle Ball at Cady Way should be about end of October/November to finalize.
- Seven Oaks Park should be completed in December. Looking to do a Grand Opening sometime in January.
- Bike Head Connection to South Denning and Orange Ave to Mead Garden out to Orlando Urban trail. 60% construction documents to Department of transportation so far.
- Mead Garden ADA accessible sidewalks are continuing. Mead Gardens director spoke to board about project and how delighted they are to partner with the city to have this done
- Farmers Market received 10th Best Farmers Market in Central Florida.

b. Upcoming Programs and Events

7. Board Comments

- Mrs. Bonich asked about anything at Lake Howell. Mr. Seely mentioned about the reinforcements for putting in new sea walls. There is a schematic plan to Howell Branch Preserve. Looking to improve area around pond that was inherited from Orange County. Making more appealing to people entering the city. Looking at what resources we have in place and then the City trying to get grants for completion.
- Mrs. Wolfson went over key point from tonight meeting
 - Opposition on fee waived
 - August minutes approved
 - Public comment by 2 citizens about fee waivers for city facilities.
 - Mr. Sims suggestion for higher fence at MLK between pickleball and basketball courts
 - WPHS and Chamber and Commerce to attend next meeting to discuss their fee waiver proposals and prove need for the

funds.

8. Upcoming Agenda Items

9. Adjournment



Parks & Recreation Advisory Board

agenda item 4.a

item type

Action Items

meeting date

November 20, 2024

prepared by

Jason Seeley, Director of Parks and Recreation

approved by

Jason Seeley, Director of Parks and Recreation

subject

Fee Waiver Policy

motion | recommendation

Approval of updated Fee Waiver Policy presented by staff to provide revisions or additions to presented policy.

background

Over the last 3 meetings, staff and PRAB members have discussed the fee waiver policy structure and status of existing fee waivers for events. While feedback from various members over the course of the previous discussions related to the fee waivers touched on a variety of different concerns, some themes were recurring and echoed by multiple members.

Full fee waivers did not receive strong support from the board when the event was only open to a select group or a fee was charged in order to attend the event. The full fee waiver, or designation as a City Annual Event, should apply to community-wide events that do not require a fee to attend and open to the public. The revised City Annual Event list reflects the board's feedback.

Additional changes recommended to the policy update include:

Elimination of the 50% and 100% Fee Waiver Request process - Several times over the course of the discussion various members seemed to voice that our fee waiver practices were too generous; Additionally, the process is too subjective and to apply consistently. Proving financial need was also a portion of the existing process that creates an issue, as outside of requiring an applicant to submit financial records proving a financial need or hardship is difficult.

Adjust Blanket Non-Profit Discount - Currently, any 501c3 non-profit organization is entitled to a 30% discount upon providing staff with current documentation from the IRS. Since we would be eliminating the ability for RESIDENT non-profits to get an additional 20% through the fee waiver request process, we recommend making a resident and non-resident 501C3 rate. This adjustment would simplify the fee waiver process for all parties involved, with

minimal impact on WP non profit groups.

Winter Park Non Profit - 35%

Non Winter Park Non Profit - 25%

Addition of section that clearly spells out additional fees for support services and event support staff.

alternatives | other considerations

fiscal impact

attachments

1. Fee Waiver and City Event 11_17

City of Winter Park – Parks and Recreation Department

Fee Waivers and Non-Profit Cost Reduction Policy and Procedure

City Events List

City Events are exempt from rental fees associated with the park or venue. Fees for support services or event staff are not waived and the responsibility of the organization. Events considered for the City Events list are required to be open to the public, with no fee/ticket for attendance, and entry. Events must also demonstrate that they provide a benefit to a significant cross-section of the residents and not just a select group.

WPHS Homecoming Parade – Park Ave/Central Park
WP Chamber of Commerce Holiday Tree Lighting and Winter on the Ave – Central Park/Park Ave
WP Chamber Annual Holiday Parade – Park Ave
WP Chamber of Commerce Fall Art Festival - Central Park/Park Ave/Farmers Market
Winter Park Sidewalk Arts Festival – Central Park/Park Ave/Farmers Market
WPHS ROTC – WP Community Center
FastTrack Management Youth Track and Field Day – Showalter Stadium
Florida Youth Symphony Orchestra Spring Play A Thon- Central Park Stage
Peace and Justice Institute United Nation Day of Peace – Central Park North
WP Library Great Decision Series – WP Farmers Market
Winter Park History Museum Exhibit Opening – WP Farmers Market
Welbourne Day Nursery Graduation Ceremony – WP Community Center

Event Removed – *Based on the new criteria proposed for City Events and full waiver the event below would no longer be eligible for a 100% fee waiver and would only receive a 35% fee reduction.*

\$-denotes ticketed event * narrow reach of community benefit

WPHS Foundation ROAR –WP Events Center \$
Unity Heritage Festival – Shady Park (This should not require a fee waiver as it is a city sponsored and co-manager event)
Winter Park Sports Association WPHS Hall of Fame Ceremony - Community Center \$*
WP Chamber Cheers to You – Event Center \$*
WP Rotary Denim and Dazzle (formerly Chili for Charity) – Event Center \$*
Kids Beating Cancer Family Social – Event Center \$*
WP Public Library Gala - Event Center \$

Events Requesting City Event Status and Full Fee Waiver:

The addition of an event to the City Annual Events listing is at the discretion of City Commission. Any event wishing to be considered for the City's Annual Events list must be able to demonstrate the following; a financial need for a fee waiver, long standing history of working in support of the City of Winter Park and its residents, and a description as to how the event provides a benefit with significant positive impact to the City of Winter Park and residents or business community.

In order to be considered for addition to the City Annual Event list, the event must have already been held within city limits of Winter Park for a minimum of 5 years. If the event did not take place at a City owned venue/facility, where record of event is easily verified, requesting organization may be required to provide proof of event history with reference contact from the hosting facility.

Additions to the City's Annual Events list are considered on an annual basis as part of the City's annual budget process. To initiate the review process for your event a Request for Consideration letter demonstrating how the organization and event meet the criteria described above, along with an Organizational Biography and Event Executive Summary must be submitted to the Parks and Recreation Administrative Office at 721 W New England Avenue, Winter Park FL 32789 by Monday, **June 30th 2025 for the 2025-2026 fiscal year beginning on 10/1/2025.**

The Parks and Recreation Advisory Board (PRAB) will then review submitted requests. The requesting organization will be required to attend the July Park and Recreation Advisory Board meeting where the board will make recommendation to City Commission regarding the organizations request.

An updated City Events list with PRAB recommendations will be brought to City Commission for approval at the 2nd July Commission meeting or 1st August Commission meeting.

Other Fees and Hard Costs: An event on the City Events list is not exempt from permit fees or City service fees for event support such as Police, Fire, Road Closures, or other fees associated with the execution of the event.

Parks and Recreation Event Support Staff:

Facility Rentals – Facility rentals that occur during the standard operational hours (SOH) of the facility where the event is being held will not incur a staff fee. For any set-up or break down hours that fall outside of the facilities standard operational hours will be charged a rate of \$75/hr. For event hours taking place outside of the SOH's a rate of \$125/hr.

Park Rentals – For small events (under 400 people), and events not exceeding 8 hours in duration per day, a staff fee will not be assessed. If under 400 people, but exceeding 8 hours the Event Support Staff hourly rate will be charged for each hour over the 8-hour time limit.

For larger park rentals, that typically qualify as a special event, the organization holding the event may request city staff for event support at the Event Support Staff hourly rate posted in current adopted Fee Schedule set by City Commission. A minimum level of support staff will be required based on scope, size, and other properties specific to the particular event being held. The event organizer has the ability to reduce required event support required by the City's Parks and Recreation Department by submitting a staffing and/or volunteer plan that demonstrates essential functions such as set-up, break-down, clean up, parking, and trash management will be addressed.

Event Organizer will be provided an event support staff cost from the department as part of their event permit/rental contact. If the organizer wishes to use volunteers or staff to reduce Event Support Staff cost a request to do so must be made no less than 90 days prior from their event date and include a staff/volunteer plan that includes number of volunteers, identify a volunteer supervisor or lead, and a description of what role or tasks their team would be responsible for. The Parks and Recreation Director,

or his/her designee, will review the event organizers plan and provide modified Event Support Staff cost to the event organizer with 14 days of receipt.

Non-Profit Fee Reduction:

Winter Park Based Non-Profit Organization -501c3 organizations based within the Winter Park City Limits, will receive a 35% discount from the general rental rate for the particular park or venue being rented.

Non-Profits Organizations Outside Winter Park - 501c3 organizations not based within Winter Park are eligible or a 25% discount.

This discount does not apply to any other fee associated with the event such as permits or staffing such as police officers or event attendants provided by City.

City of Winter Park – Parks and Recreation Department

Fee Waivers and Non-Profit Cost Reduction Policy and Procedure

City Events List

City Events are exempt from rental fees associated with the park or venue. Fees for support services or event staff are not waived and the responsibility of the organization. Events considered for the City Events list are required to be open to the public, with no fee/ticket for attendance, and entry. Events must also demonstrate that they provide a benefit to a significant cross-section of the residents and not just a select group.

WPHS Homecoming Parade – Park Ave/Central Park
WP Chamber of Commerce Holiday Tree Lighting and Winter on the Ave – Central Park/Park Ave
WP Chamber Annual Holiday Parade – Park Ave
WP Chamber of Commerce Fall Art Festival - Central Park/Park Ave/Farmers Market
Winter Park Sidewalk Arts Festival – Central Park/Park Ave/Farmers Market
WPHS ROTC – WP Community Center
FastTrack Management Youth Track and Field Day – Showalter Stadium
Florida Youth Symphony Orchestra Spring Play A Thon- Central Park Stage
Peace and Justice Institute United Nation Day of Peace – Central Park North
WP Library Great Decision Series – WP Farmers Market
Winter Park History Museum Exhibit Opening – WP Farmers Market
Welbourne Day Nursery Graduation Ceremony – WP Community Center

Event Removed – *Based on the new criteria proposed for City Events and full waiver the event below would no longer be eligible for a 100% fee waiver and would only receive a 35% fee reduction.*

\$-denotes ticketed event * narrow reach of community benefit

WPHS Foundation ROAR –WP Events Center \$
Unity Heritage Festival – Shady Park (This should not require a fee waiver as it is a city sponsored and co-manager event)
Winter Park Sports Association WPHS Hall of Fame Ceremony - Community Center \$*
WP Chamber Cheers to You – Event Center \$*
WP Rotary Denim and Dazzle (formerly Chili for Charity) – Event Center \$*
Kids Beating Cancer Family Social – Event Center \$*
WP Public Library Gala - Event Center \$

Events Requesting City Event Status and Full Fee Waiver:

The addition of an event to the City Annual Events listing is at the discretion of City Commission. Any event wishing to be considered for the City's Annual Events list must be able to demonstrate the following; a financial need for a fee waiver, long standing history of working in support of the City of Winter Park and its residents, and a description as to how the event provides a benefit with significant positive impact to the City of Winter Park and residents or business community.

In order to be considered for addition to the City Annual Event list, the event must have already been held within city limits of Winter Park for a minimum of 5 years. If the event did not take place at a City owned venue/facility, where record of event is easily verified, requesting organization may be required to provide proof of event history with reference contact from the hosting facility.

Additions to the City's Annual Events list are considered on an annual basis as part of the City's annual budget process. To initiate the review process for your event a Request for Consideration letter demonstrating how the organization and event meet the criteria described above, along with an Organizational Biography and Event Executive Summary must be submitted to the Parks and Recreation Administrative Office at 721 W New England Avenue, Winter Park FL 32789 by Monday, **June 30th 2025 for the 2025-2026 fiscal year beginning on 10/1/2025.**

The Parks and Recreation Advisory Board (PRAB) will then review submitted requests. The requesting organization will be required to attend the July Park and Recreation Advisory Board meeting where the board will make recommendation to City Commission regarding the organizations request.

An updated City Events list with PRAB recommendations will be brought to City Commission for approval at the 2nd July Commission meeting or 1st August Commission meeting.

Other Fees and Hard Costs: An event on the City Events list is not exempt from permit fees or City service fees for event support such as Police, Fire, Road Closures, or other fees associated with the execution of the event.

Parks and Recreation Event Support Staff:

Facility Rentals – Facility rentals that occur during the standard operational hours (SOH) of the facility where the event is being held will not incur a staff fee. For any set-up or break down hours that fall outside of the facilities standard operational hours will be charged a rate of \$75/hr. For event hours taking place outside of the SOH's a rate of \$125/hr.

Park Rentals – For small events (under 400 people), and events not exceeding 8 hours in duration per day, a staff fee will not be assessed. If under 400 people, but exceeding 8 hours the Event Support Staff hourly rate will be charged for each hour over the 8-hour time limit.

For larger park rentals, that typically qualify as a special event, the organization holding the event may request city staff for event support at the Event Support Staff hourly rate posted in current adopted Fee Schedule set by City Commission. A minimum level of support staff will be required based on scope, size, and other properties specific to the particular event being held. The event organizer has the ability to reduce required event support required by the City's Parks and Recreation Department by submitting a staffing and/or volunteer plan that demonstrates essential functions such as set-up, break-down, clean up, parking, and trash management will be addressed.

Event Organizer will be provided an event support staff cost from the department as part of their event permit/rental contact. If the organizer wishes to use volunteers or staff to reduce Event Support Staff cost a request to do so must be made no less than 90 days prior from their event date and include a staff/volunteer plan that includes number of volunteers, identify a volunteer supervisor or lead, and a description of what role or tasks their team would be responsible for. The Parks and Recreation Director,

or his/her designee, will review the event organizers plan and provide modified Event Support Staff cost to the event organizer with 14 days of receipt.

Non-Profit Fee Reduction:

Winter Park Based Non-Profit Organization -501c3 organizations based within the Winter Park City Limits, will receive a 35% discount from the general rental rate for the particular park or venue being rented.

Non-Profits Organizations Outside Winter Park - 501c3 organizations not based within Winter Park are eligible or a 25% discount.

This discount does not apply to any other fee associated with the event such as permits or staffing such as police officers or event attendants provided by City.



Parks & Recreation Advisory Board

agenda item 6.a

item type

Staff Updates

meeting date

November 20, 2024

prepared by

Jason Seeley, Director of Parks and Recreation

approved by

Jason Seeley, Director of Parks and Recreation

subject

Project Update

motion | recommendation

na

background

Update on Active and soon to become Active parks and recreation projects.

alternatives | other considerations**fiscal impact****attachments**

1. park project updat nov24

Active Projects

MLK Unity Corner completion is expected by early February; dedication ceremony scheduled for February 15.

7 Oaks Park on track for substantial completion by January 5 and dedication ceremony/opening being planned for Feb 5; Parks and Recreation Department maintenance staff self performed installation of main irrigation line to allow for a 60k budget savings as part of value engineering.

MLK Playground - Construction team was selected in late September. On November 20 the construction team will be meeting with City staff to review the teams initial design and equipment selections. A Community Input meeting will be held in late January/early February to allow for feedback/input on design and equipment selections. The construction team will then continue developing construction drawings and incorporate any revision based on feedback. This process would repeat in April/May with the updated design and equipment selections being presented to the public for a final round of input before finalizing construction documents and begin procurement process for equipment. In May, public will have ability to comment on design and equipment selection at joint meeting of CRAA and PRAB where the two boards will be asked to approve final design. The public will also have a final opportunity to comment when the item goes to Commission for review. Tentative timeline for construction would be to begin site preparation in late spring and have the renovated playground reopened by late Fall.

Winter Park Pines Golf Course ADA Restroom Renovation and Plumbing Corrections – Project is wrapping up with expected completion by 11/27/25

Mead Walking Path and Accessibility – New sidewalk connecting greenhouse area at front of park to existing ADA complaint parking lot and public restroom was completed in September. Staff began grading of walkway going through the park in preparation of installing borders and surface material, but were pulled off project to handle residential pick up of loose debris piles from storm. Staff will pick up where they left off once holiday event tasks tail off in mid-December and expect completion by April 2025.

WP Community Center Pool Geo Thermal – Originally came with gas heater that had to be replaced at 5yr mark; the replacement gas heater made it to roughly the same 5 yr mark before failing this summer. Geo-thermal has worked very well at Cady Way and with only initial installation cost and a nominal amount of electricity annually, at approximately 8 years of use saving would exceed initial cost differential..

WP9 Rain Shelter has been ordered with an expected delivery and installation by March 2025. New rain shelter will be located in the vicinity of hole 4 green complex near Webster and Pennsylvania.

Projects Moving from Planning to Active

Blue Dolphins Competition Pool will start construction in the 1st quarter of 2025 with an expectation for completion in the 4th quarter 2025.

Mead Lighting Upgrade – Mead and Parks/Rec staff met with Electric Utilities in July regarding replacement of existing light poles and additional poles to better accommodate the evening use of the park/venue typically associated with lodge rentals. Elec. Utilities confirmed lights have been ordered and estimated completion by June 2025.

West Meadow Restroom is expected to start in January 2025 with completion September 2025

WP9 Golf Maintenance Facility is expected start in March with completion by December 2025

MLK Pickleball/Basketball reconstruction is expected to start Feb/Mar 2025 with estimated completion May/June 2025

WP Tennis Center Clay Court Rebuild - Contract with BAB for reconstruction of 4 court bank of clay courts at tennis center was approved by commission on 11/13/24. Staff is coordinating between tennis instruction contractor, leagues, and contractor to schedule start date.

Additional Items of Interest

Tree Farm Property Proposal – Youth sports non profit organization has interest in bringing forward a proposal to the City to turn the property into a neighborhood park that would add a .5m walking path, 2 multipurpose fields, restroom, and pavilion to the portion of the property that is currently leased to the Meadow where the parks and recreation department added a new playground and basketball court in 2022.

The organization held a community meeting for residents living in the immediate vicinity of property to get some initial feedback on the idea. With the holiday season starting shortly and time necessary to flesh out proposal and design, we anticipate the group reengaging with City regarding their proposal in Feb/March.

Winter Park History Museum History Walk - Prior to the changeover in PRAB member roster this Spring, the department was asked to digitize the Winter Park historic walking tour that consists of 21 locations throughout the downtown corridor. After reviewing a few different software options, the department selected a cloud based system that will allow us to put the 21 locations into interactive map that can be pulled up on a mobile device with QR codes at each of the 21 locations. Each location will have a small QR plaque that a person can scan and access images, written history related to the historic location, and even oral history related to the location. Parks Dept will also be able to potentially use the same software to improve out memorial tree program and create a similar experience to the WP History Walking Trail with the WP Heritage Centers historic walking tour within Hannibal Square.



Parks & Recreation Advisory Board

agenda item 6.b

item type

Staff Updates

meeting date

November 20, 2024

prepared by

Jason Seeley, Director of Parks and Recreation

approved by

Jason Seeley, Director of Parks and Recreation

subject

Upcoming Events

motion | recommendation

NA

background

Info related to significant parks and recreation events taking place within the next 90 days.

alternatives | other considerations**fiscal impact****attachments**

1. PRAB Events List Nov



celebrating the **holidays**

cityofwinterpark.org/holiday-events

Christmas in the Park

December 5 @ 6:15 p.m. | Central Park Main Stage

Winter on the Avenue

December 6 @ 5-9 p.m.

Holiday Tree Lighting @ **sunset** | Popcorn Flicks in the Park @ **7 p.m.**
Central Park, Park Avenue & West Meadow

Leadership Winter Park Pancake Breakfast

December 7 @ 7-10:30 a.m. | Central Park Main Stage

Ye Olde Hometown Christmas Parade

December 7 @ 9 a.m.

along Park Avenue | from Canton to Lyman avenues

Holiday Pops featuring Orlando Philharmonic Orchestra

December 8 @ 5 p.m. | Central Park Main Stage

Santa Shift Open House

December 11 @ 5-7 p.m.

Fire-Rescue Headquarters | Station 61 @ 343 W. Canton Ave.

Light Up Hannibal Square

December 12 @ 5-8 p.m.

Hannibal Square Heritage Center @ 642 W. New England Ave.

Wreaths Across America

December 14 | Palm Cemetery @ 1005 N. New York Ave.

@ noon | Pineywood Cemetery @ 1810 S. Lakemont Ave.

Merry TUBACHRISTMAS [9 a.m. registration]

December 14 @ 1 p.m. [performance] | Central Park Main Stage

The Great American Big Band Christmas Concert

December 14 @ 7 p.m. | Central Park Main Stage

Christmas Concert presented by AdventHealth Orchestra

December 15 @ 5 p.m. | Central Park Main Stage

Santa visits Winter Park neighborhoods

December 16-18 & 19 @ various times | throughout Winter Park

Chanukah on the Park

December 25 @ 5 p.m. | Central Park

Kwanzaa Celebration

December 26 @ 5-9 p.m.

Winter Park Community Center @ 721 W. New England Ave.

Other Upcoming Events:

- **Unity Heritage Festival – Jan 19-20**
- **7 Oaks Dedication Ceremony and Grand Opening – Feb 8**
- **MLK Unity Corner Dedication Ceremony - Feb 15**