



Parks & Recreation Advisory Board Minutes

November 17, 2022 at 5:30 p.m.

City Hall
Commission Chamber
401 Park Ave South
Winter Park, FL 32789

Board Members Present

Michael Perelman, Krystal Dawkins, Shannon Sarkarati, Leah Bonich, Jennifer Adams (virtual), Annemarie Smith (virtual), Frank Baker (virtual)

Call to Order

Meeting Called to order by Chairman Perelman at 5:32 pm

Consent Agenda

- a. Approve Regular Meeting Minutes - October 19, 2022
- b. Approve Work Session Minutes- September 21, 2022

Motion made by Michael Perelman to approve the consent agenda, seconded by Shannon Sarkarati. Motion carried unanimously.

Public Comments (for items not on the agenda): Three minutes allowed for each speaker
(none)

Action Items

- a. Fee waiver request - Fast Track Management

Fast Track is requesting an additional 50% fee waiver for their annual Track & Field Meet for local elementary schools.

Motion made by Michael Perlman to approve the additional 50% fee waiver; seconded by Shannon Sarkarati. Motion passed unanimously

- b. Fee waiver request- Winter Park Library

The Winter Park Library is requesting fee waivers for their 2023 upcoming events. Events include their Great Decisions Discussion Group, Library Gala, Valedictorian Luncheon, Fantasmicon.

Melissa Schneider, Interim Director and Dr. Ruth Edwards, Director of Education answered questions regarding funds generated at the Gala. Ms. Adams asked staff if there is a limit to events a nonprofit organization has. Board members would like some statistical data on non-revenue generating activities at the Event Center. Chairman Perelman acknowledged that he is on the Library Board.

Motion made by Shannon Sarkarati to approve the Winter Park Library 2023 fee waiver request; seconded by Leah Bonich. Motion carried unanimously.

- c. Mini Park Minimum Standards

Staff presented the board with a recommendation of standards for mini parks. Those standards include green space that is safe, and accessible, appropriate signage that designates the area is a City park, appropriate site amenities such as trash bin and seating, defined and actively maintained landscape, and located in an area that is with reasonable proximity to residential properties.

Once guidelines are approved staff will provide an assessment of each park, and properties will be categorized as one of the following; meets standards, does not meet standards but can with improvements, does not meet standards and can't be improved, and meets standards but should not be designated as a mini park for specified deficiency.

During discussion it was determined that a mini park is space the city invites residents to use, and green space is just open green space that can be used. Green spaces would need to be maintained but do not require any upgrades to meet minimum standards. Ms. Adams suggest that the standards are more defined than what is presented.

Motion made by Michael Perelman to approve the minimum standards; seconded by Shannon Sarkarati

d. Proposed Youth Citizen Academy

Based on the previous conversation, staff put an overview of the proposed program. The program would include 9-12 grade during the school year, Aug-April. 20-25 students would participate with seven departments over the next seven months, Parks & Recreation, Natural Resources, Water & Waste Water Public Works, Public Safety, Electric Utilities, and Communications to learn about how each department would function and how they play a role in the community, students would also be obligated to attend at least one advisory board meeting and one City Commission Meeting.

The recommended boards would include Parks, Lakes & Waterways, Winter Park Pines, Lake Killarney, CRA, KWPB, Public Art Advisory, Code Compliance, Civil Service, Planning & Zoning, Transpiration & Utilities, Historic Preservation, and Tree Preservation Board.

Board members would recommend applicants are screened to embrace diversity. Chairman Perelman recommends encouraging the students to participate in 2-3 meetings of the same board. In the August meeting allow students to select board. Students would complete an application for acceptance and must be Winter Park resident.

Motion made by Michael Perelman, to support the concept of the youth council for kids to get an opportunity for civic education; seconded by Jennifer Adams. Motion carried unanimously.

Non-Action Items

(none)

Staff Updates

a. Major Park Projects

Staff provided the board with current and future major park projects that include a new roof, ADA restrooms, larger service window, dedicated grill space, new flooring, water fountains, and interior/exterior paint for the Ward Concession Renovation. MLK Park renovations are progressing, the CRA Agency gave approval for the City to move forward with call for artist to design the Unity Corner, Dix Hite has been given notice to proceed with conceptual design with playground based on community input. Development to Progress Point include sod install, permitting. Palmetto Ave Construction to begin in Winter/Spring 2023, with hardscape, landscape and site amenities to follow in the summer and fall of 2023.

Other projects include, Howell Branch Preserve Trail, Meadows Recreation Space, Shady Park, SportsTurf Conversion, Mead ADA Trails, Dinky Dock Parking Lot, Relocation of Winter Park Croquet Court. The board would like to see the concepts for the sculpture at Shady Park.

b. Event & Programming Update

Board Comments

Annmarie would like an update on the habitat gardens in Orwin Manor and J Blanchard Park.

Upcoming Agenda Items

- Complete GIS land survey and acreage totals
- Next section of Parks & Recreation Strategic Plan
- Assessment of all mini parks with staff recommendation for designation

Adjournment

The meeting was declared adjourned by Chairman Michael Perelman at 6:38pm

Minutes approved by the board on: 01/18/2023

/s/ Kesha Thompson