



Parks & Recreation Advisory Board Regular Meeting

Agenda

October 19, 2022 @ 5:30 pm

City Hall Commission Chamber

401 Park Ave

Winter Park, FL 32789

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm 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. [Minutes Approval 09.21.2022](#) 2 minutes
 3. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Action Items**
 5. **Non-Action Items**
 - a. [Park Property Assessment - GIS](#) 30m
 - b. [Youth Advisory Committee](#) 20M
 - c. [Mini Park Minimum Standards](#) 30m
 6. **Staff Updates**
 - a. [Staff Update - Parks Projects and FY23 CIP items](#) 5m
 - b. [Programming and Events Update](#) 5m
 7. **Board Comments**
 8. **Upcoming Agenda Items**
 9. **Adjournment**



Parks & Recreation Advisory Board

agenda item

item type	Consent Agenda	meeting date	October 19, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Minutes Approval 09.21.2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0921.22 Minutes-Draft.pdf](#)



Parks & Recreation Advisory Board Minutes

September 21, 2022 at 5:30p.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, Annemarie Smith, Frank Baker

Call to Order

Meeting Called to order by Chairman Perelman at 5:30 pm

Consent Agenda

- a. Approve Cost Recovery Work Session Minutes
- b. Approve Strategic Planning Work Session Minutes
- c. Approve Regular Meeting Minutes - August 17, 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

Mikayla Miller of the Winter Park Library provided an update on current programming and upcoming special events at the Library

Action Items

a. Muscovy Duck Removal Program

Gloria Eby, Natural Resources & Sustainability provided the board with a presentation and seeking approval for the implementation of the Muscovy Duck Removal Policy. The policy includes public education, habitat modification; including reduce food sources and comfortability and then active removal following FWC guidelines.

Motion made by Shannon Sarkarati to approve the policy as presented; seconded by Krystal Dawkins. Motion passed 5-2 with Leah Bonich and Annemarie Smith voting no

b. Winer Park Chamber of Commerce Fee Waiver Request

Jason provided the board with a list of requested fee waivers for the Chamber of Commerce, including meetings, small events, and the annual Holiday events.

After discussion; motion made by Krystal Dawkins to approve the fee waiver list; seconded by Frank Baker. Motion passed unanimously

c. Winter Park Sidewalk Art Festival Fee Waiver Request

Motion made by Michael Perelman to approve the Art Festival Fee Waiver Request; seconded by Krystal Dawkins. Motion passed unanimously

d. Windsong request for change to Harland Park Development Agreement

Staff is seeking a recommendation to Commission regarding a request by Windsong to change the terms of the current development agreement that requires Windsong to maintain Harland Park.

Jay Rooth and Walter Benenati of Windsong provided the board with the history and some of the challenges and misconception of ownership of the park. During discussion Jennifer Adams stated that she was not comfortable making a recommendation without viewing the original agreement.

Motion made by Michael Perelman to recommend to the City Commission the City takes responsibility of maintaining the park, and Windsong would continue to financially contribute for maintenance; seconded by Annemarie Smith. Motion passed 5-1 with Jennifer Adams voting no.

Non-Action Items

(none)

Staff Updates

a. Project Update

Commission approved the contract for the artificial turf sports field at Showalter. Work is scheduled to start around November or December, with possible install in January and completion in March

Once of the softball fields will be converted into an additional multipurpose field.

b. Recreation & Event Update

The Autumn Art Festival, Central Park stage unveiling, EV car show, and trunk fest or trick or treat at the Saturday Farmers' Market are some of the upcoming events.

c. Progress Point, Howell Branch Preserve & MLK Status Update

Progress Point's final plans are almost complete. Howell Branch Preserve's small task force has met with staff and has recommended a traffic study prior to allowing public access by the gun range.

Dix Hite is currently working on renderings of playground ideas including keeping the castle structures and possible water features. Once the concepts are complete PRAB will review prior to Commission.

Staff is still waiting for the playground piece from Miracle at Phelps Park

Board Comments

Upcoming Agenda Items

Adjournment

The meeting was declared adjourned by Chairman Michael Perelman at 7:34pm

Minutes approved by the board on: 10/19/2022
/s/ Kesha Thompson



item type	Non-Action Items	meeting date	October 19, 2022
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Park Property Assessment - GIS

motion / recommendation

Discuss Property Assessment results and make recommendations related to land classification.

Link to GIS Map

<https://gis.cityofwinterpark.org/arcgisportal/apps/webappviewer/index.html?id=2c49547200f64990bdfdf2d476e172c>

background

The Parks and Recreation Department worked with City GIS contractor to produce a GIS Land Use map for all park properties. This list was cross checked through field visits over the summer and the attached Field Notes provides a first run of identified areas where further discussion related classification is needed.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Field Notes - GIS Land Use.xlsx](#)

ATTACHMENTS:

[Field Report Notes and Photos.docx](#)

Section	Park type	Site name	Land use	Acres	Notes
1	Community Park	Howell Branch Preserve	Conservation/ Wetland/ Natural Spaces	137.52	Accurate
1	Community Park	Howell Branch Preserve	Maintenance Use/ Parking	2.66	Accurate
1	Community Park	Howell Branch Preserve	Open Park Space	2.1	Accurate; open greens space around recreational areas
1	Community Park	Howell Branch Preserve	Recreational Facilities	0.03	Accurate; restrooms
1	Community Park	Howell Branch Preserve	Recreational Facilities	0.02	Accurate; Pavilion
1	Community Park	Howell Branch Preserve	Playgrounds/ Picnic Areas	0.32	Accurate
1	Community Park	Howell Branch Preserve	Maintenance Use/ Parking	0.24	Accurate
1	Mini Park	Sunset/ Chestnut Mini Park	Open Park Space	0.1	Accurate; small open space on corner of neighborhood
1	Mini Park	Lake Knowles Mini Park	Open Park Space	1.84	Accurate; small perimeter around lake. Little open green space
1	Mini Park	Lake Knowles Mini Park	Lakes/ Water Bodies	8.5	Accurate; Lake
1	Mini Park	Lake Wilbar Mini Park	Lakes/ Water Bodies	0.98	Accurate; Lake
1	Mini Park	Lake Wilbar Mini Park	Open Park Space	0.71	Accurate; very large open space around lake. Many people activeley using as park space.

1	Neighborhood Park	Phelps Park	Open Park Space	4.11	Accurate
1	Neighborhood Park	Phelps Park	Athletic Space/ Specific Use	0.1	Accurate; basketball courts
1	Neighborhood Park	Phelps Park	Athletic Space/ Specific Use	0.44	Accurate; tennis courts
1	Neighborhood Park	Phelps Park	Playgrounds/ Picnic Areas	0.82	Accurate
1	Neighborhood Park	Phelps Park	Maintenance Use/ Parking	0.52	Accurate
1	Mini Park	Via Bella Mini Park	Open Park Space	0.08	Accurate; small open area in neighborhood
1	Mini Park	Bonita Drive Mini Park	Open Park Space	0.07	Hard to make an argument as open park space. Plot of land in middle of street with a bench. A lot of dead patches.
1	Mini Park	Lasbury/ Maiden Mini Park	Open Park Space	0.22	Accurate; Small green space with dog walking area
1	Mini Park	Alberta/Joalca Mini park	Open Park Space	0.04	Sidewalk strip towards lake. Not exactly open park space.
1	Mini Park	Alberta/ Cortland Mini Park	Open Park Space	0.24	Accurate; small spacious area with small seating space
1	Mini Park	Alberta/ Cortland Mini Park	Open Park Space	0.31	Accurate; skeptical from satellite, large open green space

Section	Park type	Site name	Land use	Acres	Notes
2	Community Park	Howell Branch Preserve	Open Park Space	13.84	Tree farm area. Misabeled as "Howell Branch Preserve" Also not usable open park space
2	Community Park	Howell Branch Preserve	Athletic Space/ Specific Use	0.13	Mislabled
2	Community Park	Howell Branch Preserve	Playgrounds/ Picnic Areas	0.11	Mislabled
2	Community Park	Howell Branch Preserve	Playgrounds/ Picnic Areas	0.09	Mislabled
2	Mini Park	Park Grove Mini Park	Open Park Space	0.12	Accurate; developed space with benches and open space
2	Mini Park	Villa View Mini Park	Open Park Space	0.29	Accurate; open accessible area. Benches and fountain
2	Mini Park	Hamilton Place Mini Park	Open Park Space	0.37	Accurate; mostly open area, accesible to residents with benches
2	Special Purpose Park	Golf Course	Athletic Space/ Specific Use	9.93	Accurate
2	Special Purpose Park	Golf Course	Athletic Space/ Specific Use	6.14	Accurate
2	Special Purpose Park	Golf Course	Athletic Space/ Specific Use	10.93	Accurate
2	Special Purpose Park	Golf Course	Athletic Space/ Specific Use	6.3	Accurate

2	Special Purpose Park	Golf Course	Athletic Space/ Specific Use	3.98	Accurate
2	Cemetery	Palm Cemetery	Conservation/ Wetland/ Natural Spaces	14.16	Accurate
2	Special Purpose Park	Golf Course	Maintenance Use/ Parking	0.57	Accurate
2	Special Purpose Park	Golf Course	Maintenance Use/ Parking	0.05	Accurate
2	Special Purpose Park	Golf Course	Recreational Facilities	0.58	Accurate
2	Special Purpose Park	Golf Course	Maintenance Use/ Parking	0.86	Accurate
2	Special Purpose Park	Golf Course	Recreational Facilities	1.06	Accurate
2	Special Purpose Park	Golf Course	Open Park Space	0.42	Accurate; borders residential property, mostly sidewalk along golf course
2	Mini Park	Golfview Mini Park	Open Park Space	0.55	Accurate; open area in middle of street. Accessible for residents.
2	Mini Park	Pucifer/ Interlachen Mini Park	Open Park Space	0.25	Accurate; mostly cosmetic, still open park space
2	Mini Park	Kiwi/ Webster Mini Park	Open Park Space	0.24	No open park space, service trail down to lake
2	Neighborhood Park	Kraft Azalea Garden	Open Park Space	5.45	Accurate; open area accessible to residents.

2	Neighborhood Park	Kraft Azalea Garden	Open Park Space	0.14	Space is covered in dead grass and was being used as a maintenance lot
2	Neighborhood Park	Kraft Azalea Garden	Maintenance Use/ Parking	0.06	Accurate
2	Neighborhood Park	Kraft Azalea Garden	Maintenance Use/ Parking	0.04	Accurate
2	Neighborhood Park	Kraft Azalea Garden	Maintenance Use/ Parking	0.1	Accurate; small restroom

Section	Park type	Site name	Land use	Acres	Notes
3	Mini Park	Canton/ New York Mini Park	Open Park Space	0.07	Accurate; open and developed area on corner of canton ave.
3	Mini Park	Canton/ Interlachen Mini Park	Open Park Space	0.18	Not practical to use as open park space. More of a service path to lake.
3	Community Park	Central Park/ West Meadow	Open Park Space	2.88	Accurate; large open area in middle of central park
3	Community Park	Central Park/ West Meadow	Open Park Space	2.14	Accurate; large open area in middle of central park
3	Community Park	Central Park/ West Meadow	Maintenance Use/Parking	0.07	Accurate
3	Community Park	Central Park/ West Meadow	Recreational Facilities	0.05	Accurate; small stage in middle of central park
3	Parking Lot	Winter Park Train Station Parking Lot	Maintenance Use/Parking	1.37	Accurate
3	Community Park	Central Park/ West Meadow	Open Park Space	2.35	Accurate; large open area in middle of central park
3	Community Park	Central Park/ West Meadow	Open Park Space	0.48	Accurate; large open area in middle of central park
3	Community Park	Farmers' Market Grounds	Maintenance Use/Parking	0.48	Accurate; open park space behind farmers market
3	Community Park	Farmers' Market Grounds	Recreational Facilities	0.17	Accurate; farmers market building

3	Community Park	Farmers' Market Grounds	Open Park Space	0.2	Somewhat correct; most of what is labeled as open park space is large sidewalk behind building.
3	City Buildings/ Properties	City Hall	Open Park Space	0.45	Accurate; small open space behind city hall. Practical park space.
3	Mini Park	Morse BV Mini Park	Open Park Space	0.12	Ramps to Winter park scenic boat tuors. More of recreational facilities than open park space.
3	Mini Park	Alexander Place Mini Park	Open Park Space	0.36	Accurate; small open space near back of neighborhood
3	City Buildings/ Properties	Winter Park Library		0.167	Accurate
3	Community Park	Dinky Dock Park	Open Park Space	1.28	Accurate; large open space for dinky dock visitors
3	Community Park	Dinky Dock Park	Recreational Facilities	0.02	Accurate; restroom area
3	Community Park	Dinky Dock Park	Maintenance Use/Parking	0.26	Accurate
3	Mini Park	Alfred J Hannah Mini Park	Open Park Space	0.25	Accurate; open space on perimeter of rollins college
3	Mini Park	Lakeview Mini Park	Open Park Space	0.19	Should be re-evaluated. Small space outside of Rollins, dead plots of land
3	City Buildings/ Properties	9th Grade Center Retention Pond	Conservation/ Wetland/ Natural Spaces	1.66	Accurate
3	Community Park	Community Center/ Shady Park Complex	Conservation/ Wetland/ Natural Spaces	0.27	Accurate

3	Community Park	Community Center/ Shady Park Complex	Conservation/ Wetland/ Natural Spaces	0.14	Accurate
3	Community Park	Community Center/ Shady Park Complex	Playgrounds/ Picnic Area	1.1	Accurate
3	Community Park	Community Center/ Shady Park Complex	Recreational Facilities	1.6	Accurate; community center
3	Community Park	Community Center/ Shady Park Complex	Maintenance Use/Parking	1.3	Accurate
3	Parking Lot	Hannibal Square Piazza Parking Lot	Maintenance Use/Parking	0.36	Accurate
3	City Buildings/ Properties	Hannibal Square Piazza Parking Lot	Recreational Facilities	0.18	Accurate; heritige center
3	Mini Park	Laughlin Mini Park	Open Park Space	0.09	Accurate; small space outside of community center
3	Community Park	Martin Luther King, Jr Park	Open Park Space	7.62	Accurate; large open space for mlk park visitors
3	Community Park	Martin Luther King, Jr Park	Recreational Facilities	4.18	Large portion should be labeled as "Parking" Satellite image was taken before completion of event center
3	Community Park	Martin Luther King, Jr Park	Lakes/Water Bodies	4.83	Accurate
3	Community Park	Martin Luther King, Jr Park	Maintenance Use/Parking	0.53	Accurate
3	Community Park	Martin Luther King, Jr Park	Playgrounds/ Picnic Area	0.52	Accurate

3	Community Park	Martin Luther King, Jr Park	Maintenance Use/Parking	0.79	Accurate
3	Community Park	Martin Luther King, Jr Park	Recreational Facilities	0.21	Accurate; restroom area
3	Community Park	Martin Luther King, Jr Park	Athletic Space/ Specfic use	8.35	Accurate; large open field space currently under development; rollins softball field
3	Community Park	Martin Luther King, Jr Park	Maintenance Use/Parking	0.89	Accurate
3	Community Park	Martin Luther King, Jr Park	Open Park Space	0.72	Accurate
3	Community Park	Martin Luther King, Jr Park	Lakes/Water Bodies	0.63	Accurate
3	Mini Park	Fairbanks Ave/ Orlando Ave Mini Park	Open Park Space	0.22	Accurate; skeptical from satelite, small developed space off of fairbanks avenue with seating area
3	Mini Park	Lake Midget Mini Park	Lakes/Water Bodies	0.7	Accurate
3	Mini Park	Lake Midget Mini Park	Open Park Space	0.92	Accurate; many families out using space while I was there. Very practical for park space
3	Special Purpose Park	Azalea Lane Park	Maintenance Use/Parking	0.29	Accurate
3	Special Purpose Park	Azalea Lane Park	Playgrounds/ Picnic Area	0.5	Accurate
3	Special Purpose Park	Azalea Lane Park	Maintenance Use/Parking	0.24	Accurate

3	Special Purpose Park	Azalea Lane Park	Recreational Facilities	0.23	Accurate; music center
3	Special Purpose Park	Azalea Lane Park	Athletic Space/ Specific use	2.88	Accurate; tennis courts
3	Special Purpose Park	Azalea Lane Park	Conservation/ Wetland/ Natural Spaces	0.14	Accurate
3	Special Purpose Park	Azalea Lane Park	Playgrounds/ Picnic Area	0.51	Accurate
3	Special Purpose Park	Azalea Lane Park	Maintenance Use/Parking	0.68	Accurate
3	Special Purpose Park	Azalea Lane Park	Conservation/ Wetland/ Natural Spaces	0.94	Potential to be relabeled as open park space. Backs up to tennis courts and is accessible to Azalea park users. A lot of dead space but potentially useable.
3	City Buildings/ Properties	Progress Point Property	Open Park Space	2	Half of what is labeled as open park space is parking area. Other half is under development for park.
3	Community Park		Maintenance Use/Parking	0.79	Accurate
3	Community Park	Mead Botanical Garden		47.61	Accurate
3	Mini Park	Orange/ Harmon Mini Park	Open Park Space	0.19	Accurate
3	Mini Park	Hooper Mini Park	Open Park Space	0.52	Accurate

3	Mini Park	Hooper Mini Park	Open Park Space	0.52	Accurate
3	Mini Park	Cavendish/ Harmon Mini Park	Open Park Space	0.03	Accurate
3	Mini Park	Leith Mini Park	Open Park Space	0.64	Accurate
3	Neighborhood Park	The Park At Orwin Manor	Open Park Space	0.72	Accurate
3	Neighborhood Park	The Park At Orwin Manor	Playgrounds/ Picnic Area	0.02	Accurate
3	Neighborhood Park	The Park At Orwin Manor	Playgrounds/ Picnic Area	0.02	Accurate
3	Neighborhood Park	The Park At Orwin Manor	Playgrounds/ Picnic Area	0.03	Accurate
3	Neighborhood Park	The Park At Orwin Manor	Maintenance Use/Parking	0.07	Accurate
3	Mini Park	Bonnie Burn Mini Park	Open Park Space	0.22	Accurate; small dog walking area
3	Open Space/ Conservation	1620 S Pennsylvania Ave	Conservation/ Wetland/ Natural Spaces	0.82	Accurate
3	Mini Park	Fawcett Road Mini Park (W Reading Way)	Open Park Space	0.27	Very little practical parks space, some of maintenance area is included in open parks space.
3	Mini Park	Fawcett Road Mini Park (W Dana Way)	Open Park Space		Space overtaken by trees. Not open park space. Potentially "natural spaces"

3	Mini Park	Fawcett Road Mini Park (W Rockwood Way)	Open Park Space		Same as above. Space is covered by trees.
3	Mini Park	Chelton Cir Mini Park	Lakes/Water Bodies	2.7	Accurate
3	Mini Park	Chelton Cir Mini Park	Open Park Space	2.43	Accurate; open greens space, much covered in forestry. For the most part, readily available as park space.
3	Mini Park	Kings Way Mini Park	Open Park Space	0.79	Accurate; open space with developed land in middle of street with park benches and other park items available
3	Mini Park	Kings Way Mini Park	Open Park Space	0.79	Accurate; open space with developed land in middle of street with park benches and other park items available
3	Mini Park	Kings Way Mini Park	Open Park Space	0.79	Accurate; open space with developed land in middle of street with park benches and other park items available
3	Mini Park	Kings Way Mini Park	Open Park Space	0.79	Accurate; open space with developed land in middle of street with park benches and other park items available
3	Mini Park	Harland Mini Park	Open Park Space	2.71	Accurate; Very large open green space with walking paths. Easily accessible to visitors

Section	Park type	Site name	Land use	Acres	Notes
4	Mini Park	Jay Blanchard Park	Open Park Space	0.48	Accurate; small area on outside of neighborhood
4	Mini Park	Harris Circle Mini Park	Open Park Space	0.26	Hard to make an argument as open parks space. Lots of dead grass area and very close to residential property.
4	Neighborhood Park	Trismen Park	Open Park Space	1.4	Accurate; very open greens space on outside of neighborhood
4	Mini Park	Marvin Smiley Mini Park	Open Park Space	0.19	Accurate; small part of land off side of residents property. Small open space with seating area
4	Community Park	Ward Park/ Cady Way Park	Open Park Space	5.73	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	0.61	Accurate
4	Community Park	Ward Park/ Cady Way Park	Open Park Space	5.73	Accurate
4	Community Park	Ward Park/ Cady Way Park	Open Park Space	1.31	Accurate
4	Community Park	Ward Park/ Cady Way Park	Recreational Facilities	0.79	Accurate
4	Community Park	Ward Park/ Cady Way Park	Open Park Space	0.23	Accurate
4	Community Park	Ward Park/ Cady Way Park	Maintenance Use/ Parking	2.53	Accurate

4	Community Park	Ward Park/ Cady Way Park	Maintenance Use/ Parking	1.49	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	26.77	Accurate
4	Community Park	Ward Park/ Cady Way Park	Maintenance Use/ Parking	1.47	Accurate
4	Community Park	Ward Park/ Cady Way Park	Maintenance Use/ Parking	2.78	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	6.01	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	0.12	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	1.06	Accurate
4	Community Park	Ward Park/ Cady Way Park	Athletic Space/ Specific Use	3.65	Accurate
4	Community Park	Ward Park/ Cady Way Park	Open Park Space	12.66	Accurate
4	Mini Park	Tyree Lane Mini Park	Open Park Space	0.22	Accurate; More for cosmetics, lots of shrubery
4	Mini Park	Loch Lomond/ St. Andrews Mini Park	Open Park Space	0.37	Questionable; open lot on corner of street. Dead grass, doesn't add much value as park space.
4	Open Space/ Conservation	Cady Way Bike Trail	Recreational Facilities	3.72	Accurate

4	Cemetety	Pineywood Cemetery	Conservation/ Wetland/ Natural Spaces	9.97	Accurate
4	Community Park	Lake Baldwin Park	Conservation/ Wetland/ Natural Spaces	9.52	Accurate
4	Community Park	Lake Baldwin Park	Open Park Space	7.02	Accurate; open parks space activeley being used
4	Community Park	Lake Baldwin Park	Maintenance Use/ Parking	1.56	Accurate
4	Community Park	Lake Baldwin Park	Recreational Facilities	0.04	Accurate; small bathroom
4	Community Park	Lake Baldwin Park	Open Park Space	2.01	Accurate
4	Community Park	Lake Baldwin Park	Lakes/ Water Bodies	3.49	Accurate
4	Mini Park	Harland Mini Park	Open Park Space	2.71	Accurate; large open green spaces in neighborhood

Section	Park type	Site name	Land use	Acres
1	Mini Park	Bonita Drive Mini Park	Open Park Space	0.07
1	Mini Park	Alberta/Joalca Mini park	Open Park Space	0.04
2	Community Park	Howell Branch Preserve	Open Park Space	13.84
2	Community Park	Howell Branch Preserve	Athletic Space/ Specific Use	0.13
2	Community Park	Howell Branch Preserve	Playgrounds/ Picnic Areas	0.11
2	Community Park	Howell Branch Preserve	Playgrounds/ Picnic Areas	0.09
2	Mini Park	Kiwi/ Webster Mini Park	Open Park Space	0.24
2	Neighborhood Park	Kraft Azalea Garden	Open Park Space	0.14
3	Mini Park	Canton/ Interlachen Mini Park	Open Park Space	0.18
3	Community Park	Farmers' Market Grounds	Open Park Space	0.2
3	Mini Park	Morse BV Mini Park	Open Park Space	0.12
3	Community Park	Martin Luther King, Jr Park	Recreational Facilities	4.18

3	Special Purpose Park	Azalea Lane Park	Conservation/ Wetland/ Natural Spaces	0.94
3	Mini Park	Lakeview Mini Park	Open Park Space	0.19
3	City Buildings/ Properties	Progress Point Property	Open Park Space	2
3	Mini Park	Fawcett Road Mini Park (W Reading Way)	Open Park Space	0.27
3	Mini Park	Fawcett Road Mini Park (W Dana Way)	Open Park Space	
3	Mini Park	Fawcett Road Mini Park (W Rockwood Way)	Open Park Space	
4	Mini Park	Harris Circle Mini Park	Open Park Space	0.26
4	Mini Park	Loch Lomond/ St. Andrews Mini Park	Open Park Space	0.37

23.37

Notes
Hard to make an argument as open park space. Plot of land in middle of street with a bench. A lot of dead patches.
Sidewalk strip towards lake. Not exactly open park space.
Tree farm area. Mislabeled as "Howell Branch Preserve" Also not usable open park space
Mislabeled
Mislabeled
Mislabeled
No open park space, service trail down to lake
Space is covered in dead grass and was being used as a maintenance lot
Not practical to use as open park space. More of a service path to lake.
Somewhat correct; most of what is labeled as open park space is large sidewalk behind building.
Ramps to Winter park scenic boat tours. More of recreational facilities than open park space.
Large portion should be labeled as "Parking" Satellite image was taken before completion of event center

Potential to be relabeled as open park space. Backs up to tennis courts and is accessible to Azalea park users. A lot of dead space but potentially useable.
Should be re-evaluated. Small space outside of Rollins, dead plots of land
Half of what is labeled as open park space is parking area. Other half is under development for park.
Very little practical parks space, some of maintenance area is included in open parks space.
Space overtaken by trees. Not open park space. Potentially "natural spaces"
Same as above. Space is covered by trees.
Hard to make an argument as open parks space. Lots of dead grass area and very close to residential property.
Questionable; open lot on corner of street. Dead grass, doesn't add much value as park space.

Summary: 20 locations and approximately 23.37 acres of parks designated area that should be reviewed and possibly revised. Many issues arise from smaller “mini parks” that don’t add much value as designated parks space. Some of these areas are consumed by dead areas of grass and are hard for visitors to practically utilize as park space. Other issues from larger parks areas such as the tree farm which is mislabeled as “Howell Branch Preserve” and isn't practical for 13 acres of open parks area, as well as the event center in MLK park which wasn’t complete at the time of GIS mapping. Further details can be found below.

Section 1 Report (North East WP)

Bonita Drive Mini Park

.07-acre open parks space; Hard to see value as parks space. Small plot of land in the middle of the street with a bench. Areas of dead grass space throughout the plot. Not much value to residents or visitors.



Alberta/Joalca Mini park

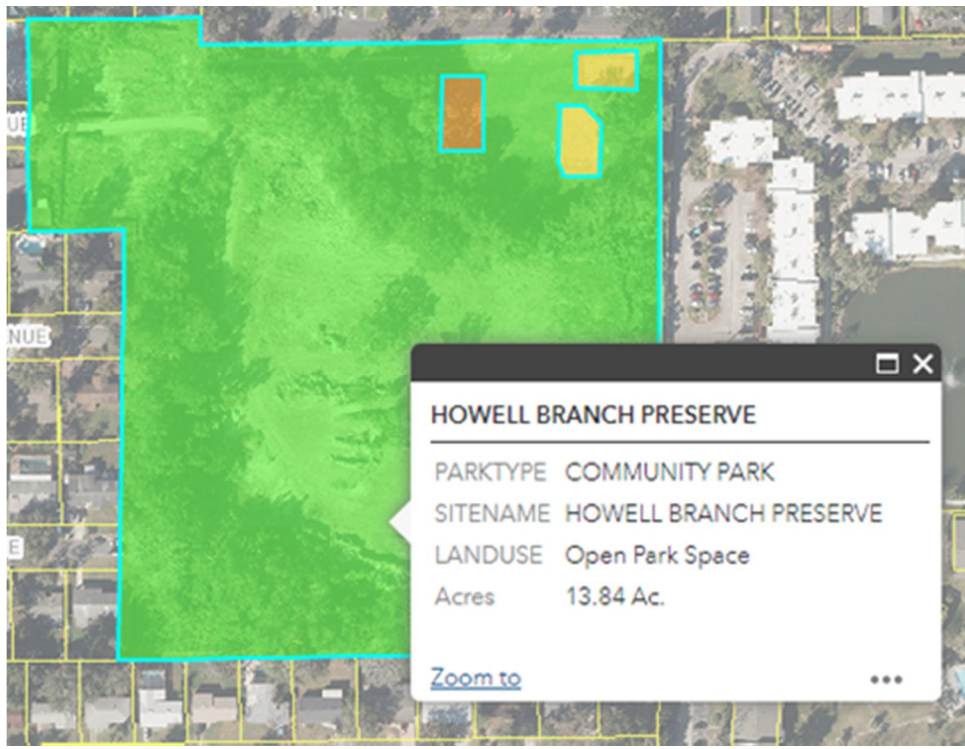
.04 acre open park space; Small sidewalk off of Alberta drive. Labeled as open park space but is mostly a sidewalk to the lake.



Section 2 Report (North West WP)

“Howell Branch Preserve”

13.84-acre open park space; GIS has mis-labeled the Tree farm as the Howell Branch Preserve. Includes open park space and playground area on the back of Winter Park Housing Authority. It is also hard to make a justifiable claim that this is open park space. Possibly “Natural space.”



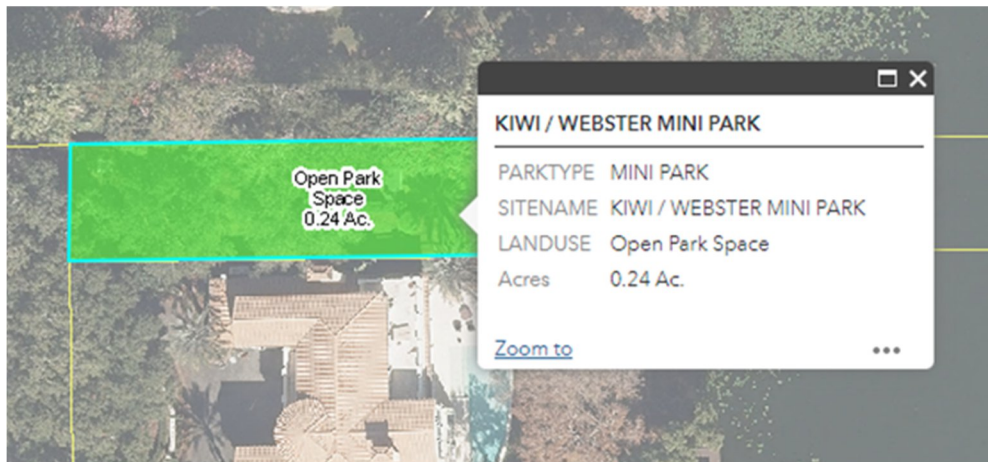
Kraft Azalea Garden

.14-acre open park space; on the right end of property is not open park space. Everything east of the .1-acre maintenance lot seems to still be a maintenance lot and was even being used as such while I was there.



Kiwi/ Webster Mini Park

.24-acre open park space; Paved road from the street down to lake access, very little if any open park space. Should be labeled on GIS as “maintenance.”



Section 3 Report (South West WP)

MLK Park

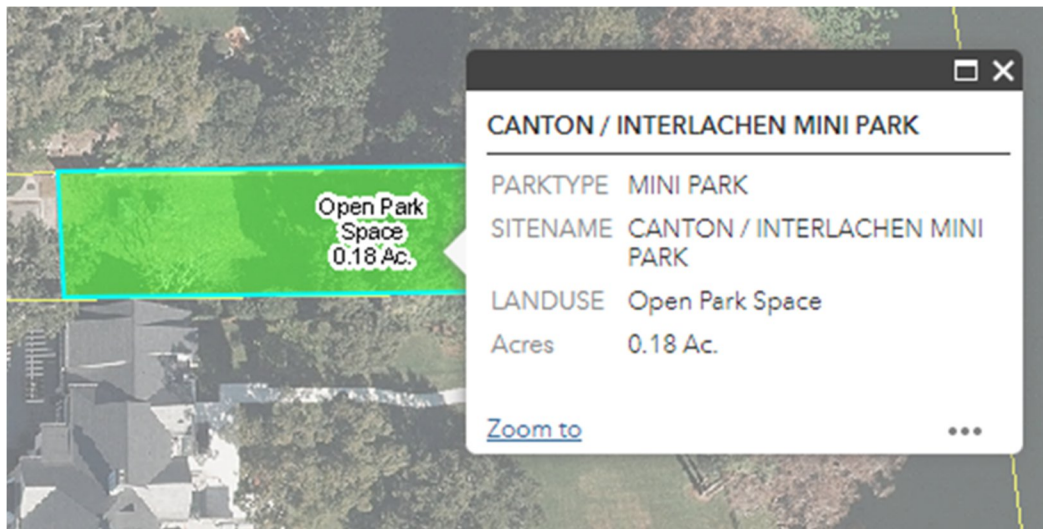
4.18-acre recreational facilities (event center); A large portion of this area should be labeled as “parking.” New event center wasn’t complete at the time of satellite imaging.



Canton/ Interlachen Mini Park

.18-acre open park space; serves as a path to lake front. Similar case to Kiwi/Webster mini park. Not sure if area can be considered as practical open park space. Wouldn't be used for much besides lake access, if used at all.





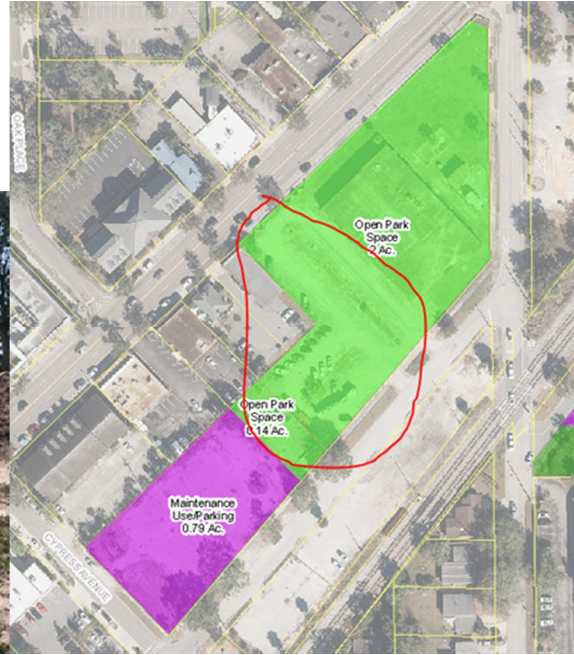
Azalea Lane Park

.14-acre Conservation/Wetland/Natural Spaces; Possibly consider it to be open park space rather than natural space. Space backs up to recreational facilities and can easily be accessed by residents for open space use.



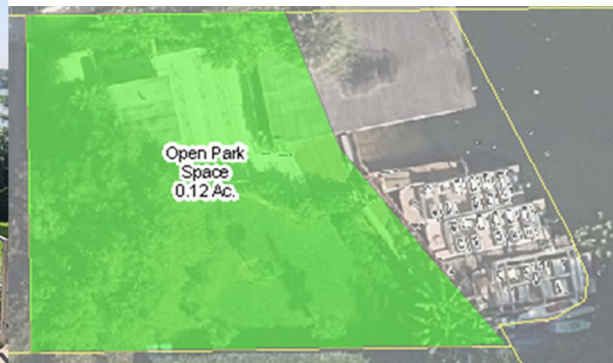
Progress Point Property

2-acre open park space; much of what is labeled as open park space is area for parking. Everything else is under development for progress point park.



Morse BV Mini Park

.12-acre open park space; ramp leading to Winter Park scenic boat tours with small restroom building. Questionable on whether or not it could be considered open park space. Possibly label as recreational facilities.



Lakeview Mini Park

.19-acre open park space; Serves little value as park space. A lot of the area is dead patches of grass, also hard for visitors to access.



Fawcett Road Mini Park (W Reading Way)

Very little open space behind the maintenance area. Some of what is labeled as open parks space is part of the maintenance area.



Fawcett Road Mini Park (W Dana Way)

What is labeled as “open park space” is covered by trees. Possibly consider relabeling “natural spaces”



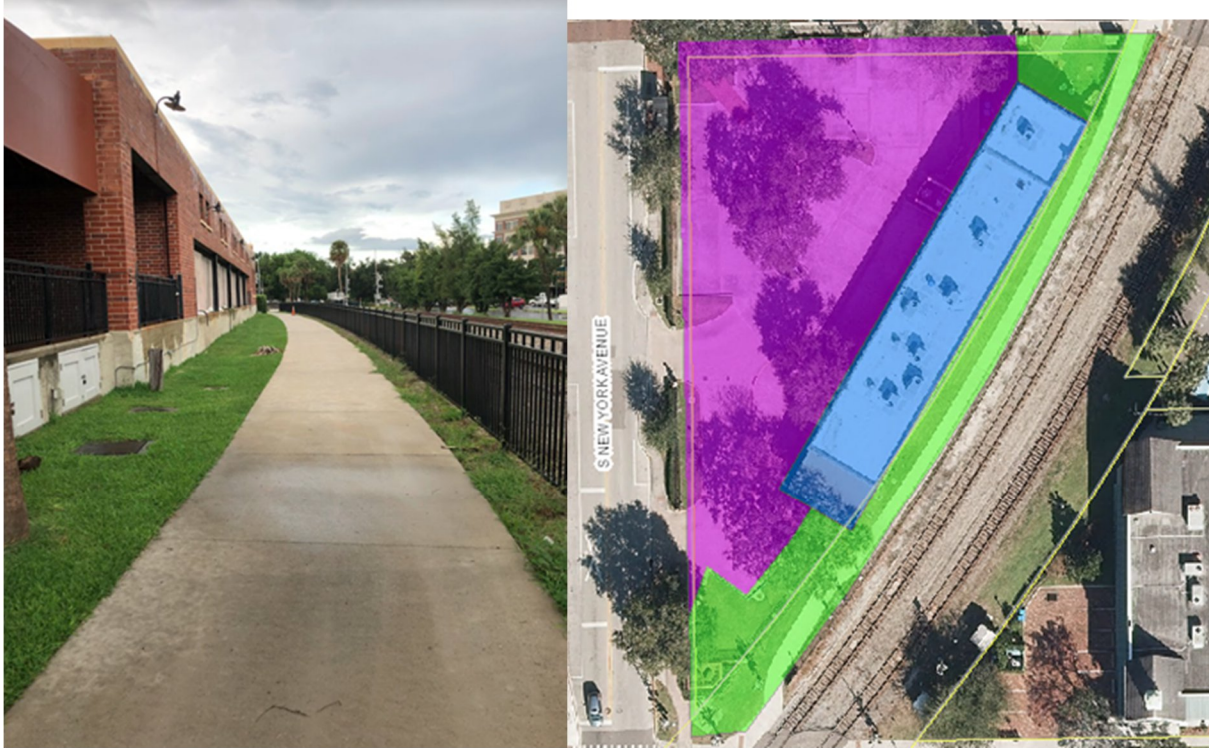
Fawcett Road Mini Park (W Rockwood Way)

Similar to the previous. Open park space is covered by trees.



Farmer's Market Grounds

.45-acre open parks space; plot of land at farmers market. Small plots of land on either side of the building can be labeled as open park space. However most of the reported area is a sidewalk behind the building, not open park space.



Section 4 Report (South East WP)

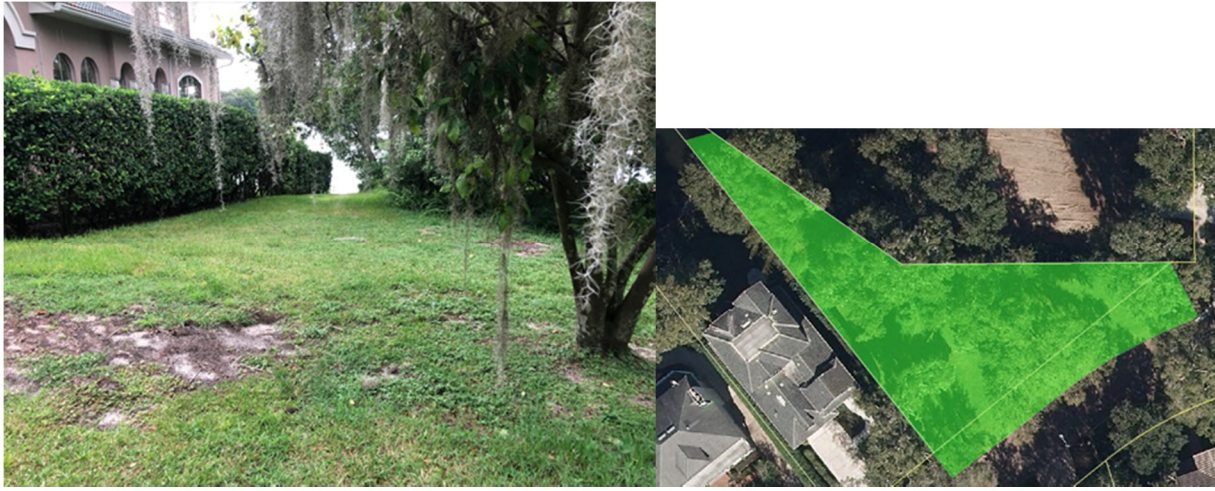
Loch Lomond/ St. Andrews Mini Park

.37-acre open park space; questionable on if it is practical park space. Difficult to access and most of the grass is dead.



Harris Circle Mini Park

.26-acre open park space; Hard to see as practical open park space. Rides up very close to residential property for visitors to use. A lot of dead space throughout the area.





Parks & Recreation Advisory Board

agenda item

item type Non-Action Items	meeting date October 19, 2022
prepared by Jason Seeley	approved by
board approval	
strategic objective	

subject

Youth Advisory Committee

motion / recommendation

Clarification and direction as to whether this potential board would only focus on Park and Recreation related issues or City wide issues beyond just Parks and Recreation is necessary for definitive position.

Staff does not support and additional new board dedicated to youth if it is only focused on parks and recreation related issues. The department already has 3 advisory boards that we directly work with (PRAB, GAB, Tree Preservation) as well as significant involvement with CRA Advisory Board. Additionally, Parks and Recreation Department currently offers multiple youth leadership and development opportunities to youth through our Junior Counselor program each summer and Summer Youth Enrichment Program. WPPL and WP Chamber of Commerce also provide youth leadership and development opportunities with the former incorporating education related to City operations as part of curriculum.

Staff does support potentially adding a seat or designating one of the existing seats on PRAB for a youth representative.

background

A member of the PRAB has requested this item be brought for discussion and has provided a information related to the League of Cities and youth advisory groups. Link to FLOC Youth Council info..

[Municipal Youth Councils \(floridaleagueofcities.com\)](http://floridaleagueofcities.com)

Please keep in mind that any decision to add an additional advisory board would require Commission approval and potential charter amendments.

alternatives / other considerations

fiscal impact



item type Non-Action Items	meeting date October 19, 2022
prepared by Jason Seeley	approved by
board approval	
strategic objective	

subject

Mini Park Minimum Standards

motion / recommendation

Discussion regarding what defines a mini park versus passive park land. Review examples of current mini park properties and how they should be classified.

Potential standards:

Size?

Usable greenspace - *Is there sufficient green space for a family or small group to have a picnic or recreate?*

Amenities (seating, shade, water fountains)?

Accessibility - Is the park accessible to meaningful number of residents?

Functionality - Does the park allow for meaningful recreation or provide a function that improve recreation opportunities or quality of life for residents?

Please reference the park land use GIS map.

<https://gis.cityofwinterpark.org/arcgisportal/apps/webappviewer/index.html?id=2c49547200f64990bdfdf2d476e172c>

Park Property list is attached.

background

The City of Winter Park currently counts 40 mini parks as part of its park inventory. Parks vary in size, amenities, accessibility, and functionality. Once Mini Park Minimum Standards are defined this list can be updated accordingly and/or improvements made to assist in making mini park properties currently not meeting the standard into compliance.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Parks Acreage and Property Listing.xlsx](#)

Park Space and Maintenance Inventory

Buildings/Property	Address	Type	Acreage
CITY HALL	401 S PARK AV	CITY BUILDING	2.80482835
FIRE STATION 62	300 S LAKEMONT AV	CITY BUILDING	0.93545604
FIRE STATION 64	1439 HOWELL BRANCH RD	CITY BUILDING	0.34369049
WP HERITAGE CENTER	642 W NEW ENGLAND AVE	CITY BUILDING	0.17671431
WP PUBLIC LIBRARY	460 E NEW ENGLAND AVE	CITY BUILDING	1.67035809
WP PUBLIC SAFETY BUILDING	500 N VIRGINIA AVE	CITY BUILDING	3.41819439
WELCOME CENTER	151 W LYMAN AVE	CITY BUILDING	0.28649764
PALM CEMETERY	1005 N NEW YORK AVE	CITY PROPERTY	14.16142056
PENNSYLVANIA/FAWSETT LOT	S PENNSYLVANIA AVE AND FA	CITY PROPERTY	0.13459109
PINEYWOOD CEMETERY	1810 S LAKEMONT AVE	CITY PROPERTY	9.96910616
WP 9TH GRADE CENTER RETENTION	390 VITORIA AVE	CITY PROPERTY	1.66233437
PROGRESS POINT PROPERTY	Denning and Orange	CITY PROPERTY	2.80000000
VIA LOMBARDY EXFILTRATION		CITY PROPERTY	0.23189069
13 city buildings/properties			38.59508218
Community Parks	Address	Type	Acreage
HOWELL BRANCH PRESERVE PARK	1205 HOWELL BRANCH RD	COMMUNITY PARK	10.69841772
LAKE BALDWIN PARK	1902 S LAKEMONT AVE	COMMUNITY PARK	23.63602086
MEAD GARDENS PARK	1300 S DENNING DR	COMMUNITY PARK	47.61257387
WINTER PARK COMMUNITY CENTER	250 S CAPEN AVE	COMMUNITY PARK	4.73880110
WINTER PARK FARMERS MARKET AND RAILROAD MUSEUM	200 W NEW ENGLAND AVE	COMMUNITY PARK	0.85079844
CENTRAL PARK	251 PARK AVE	COMMUNITY PARK	7.97566081
DINKY STATION PARK	410 OLLIE AVE	COMMUNITY PARK	1.56814347
CADY WAY PARK	2525 CADY WAY	COMMUNITY PARK	67.25018638
DR MARTIN LUTHER KING JR PARK	1050 W MORSE BLVD	COMMUNITY PARK	28.25441698
9 Community Parks			192.58501963
Mini Parks			
PARK GROVE MINI PARK	N PENNSYLVANIA AVE AND N	MINI PARK	0.12005345
LAKE WILBAR MINI PARK	WILBAR CIR	MINI PARK	1.69534060

HARLAND MINI PARK	TIMBERLANE LANE	MINI PARK	2.71322801
BONNIE BURN MINI PARK	BONNIE BURN CIR	MINI PARK	0.22154228
LAKEVIEW MINI PARK	LAKEVIEW AND FRENCH	MINI PARK	0.19245374
TYREE LANE MINI PARK	2278 HAWICK LN	MINI PARK	0.21828101
LOCH LOMOND / ST ANDREWS MINI PARK	2294 HAWICK LN	MINI PARK	0.37264446
SMILEY MINI PARK	N PHELPS AVE	MINI PARK	0.18584244
JAY BLANCHARD MINI PARK	1562 ALOMA AVE	MINI PARK	0.47512690
ALBERTA / CORTLAND MINI PARK	480 ALBERTA DR	MINI PARK	0.24175061
LAUGHLIN MINI PARK	750 W NEW ENGLAND AVE	MINI PARK	0.08546963
HARRIS CIRCLE MINI PARK	1575 HARRIS CIR	MINI PARK	0.25936991
ALFRED J HANNAH MINI PARK	220 HOLT AVE	MINI PARK	0.24989896
LAKE KNOWLES MINI PARK	LAKE KNOWLES CIR	MINI PARK	10.34480376
PULSIFER PARK MINI PARK	701 N INTERLACHEN AVE	MINI PARK	0.25029983
HAMILTON PLACE MINI PARK	HAMILTON PLACE CT	MINI PARK	0.36632111
CAVENDISH / HARMON MINI PARK	1421 CAVENDISH RD	MINI PARK	0.03078738
VILLA VIEW PARK	1709 N PARK AVE	MINI PARK	0.29429510
ALBERTA DRIVE MINI PARK	413 ALBERTA DR	MINI PARK	0.30887112
LAKE MIDGET MINI PARK	MIDGET DR	MINI PARK	1.61555793
HOOPER MINI PARK	1411 N ORANGE AVE	MINI PARK	0.52355773
LEITH MINI PARK	1501 S ORLANDO AVE	MINI PARK	0.64333682
CHELTON CIR MINI PARK	CHELTON CIR	MINI PARK	5.13418296
ALBERTA / JOALCA MINI PARK	1351 ALBERTA DR	MINI PARK	0.04395077
ALEXANDER PLACE MINI PARK	150 ALEXANDER PL	MINI PARK	0.36284367
CANTON / INTERLACHEN MINI PARK	EAST END OF CANTON AT LAKE	MINI PARK	0.18069690
FAIRBANKS AVE / ORLANDO AVE MINI PARK	FAIRBANKS AVE AT ORLANDO AVE	MINI PARK	0.22329008
KINGS WAY MINI PARK	KINGS WAY	MINI PARK	0.79416322
KIWI / WEBSTER MINI PARK	WEBSTER AVE EAST END BY :LA	MINI PARK	0.23960934
LASBURY / MAIDEN MINI PARK	LASBURY @ MAIDEN AVE	MINI PARK	0.21643277
READING WAY MINI PARK	READING WAY	MINI PARK	0.79450797
SUNSET / CHESTNUT MINI PARK	SUNSET AND CHESTNUT	MINI PARK	0.10440096
VIA BELLA MINI PARK	VIA BELLA	MINI PARK	0.08454240
BONITA DRIVE MINI PARK	BONITA DR	MINI PARK	0.07381003
CANTON / NEW YORK MINI PARK	CANTON AVE AND NEW YORK	MINI PARK	0.07153154
ORANGE / HARMON MINI PARK	1390 N ORANGE AVE	MINI PARK	0.19234910

FAWCETT ROAD MINI PARK	W FAWSETT RD	MINI PARK	0.26823196
GOLFVIEW MINI PARK	GOLFVIEW TER	MINI PARK	0.54788008
MORSE MINI PARK	Interlachen at Golf Park lit	MINI PARK	0.11641402
Champions Circle Mini Park	Rockwood and Oakwood	Mini PARK	0.15000000
40 Mini Parks			31.00767055
Neighborhood Parks			
ORWIN MANOR MINI PARK	1701 N ORANGE AVE	NEIGHBORHOOD PARK	0.85294981
KRAFT AZALEA GARDEN	1429 ALABAMA DR	NEIGHBORHOOD PARK	5.25558292
PHELPS PARK	1206 N PHELPS AVE	NEIGHBORHOOD PARK	5.99568605
TRISMEN PARK	231 BREWER AVE	NEIGHBORHOOD PARK	1.40025020
4 Neighborhood Parks			13.50446898
Open Space/Conservation Areas			
TREE FARM	1938 DURHAM AVE	OPEN SPACE	14.17348393
CADY WAY BIKE TRAIL	CADY WAY BIKE TRAIL	OPEN SPACE	3.72368213
Howell Branch Creek/Central	1441 HOWELL BRANCH ROAD	OPEN SPACE	55.57000000
PENN AVE CREEK LOT	1620 S. PENN AVE	OPEN SPACE	0.82381475
TEMPLE TRAIL CREEK LOT	2908 TEMPLE TRAIL	OPEN SPACE	0.39350891
Howell Creek Basin Lot	1121 Howell Branch Road	OPEN SPACE	4.11544234
6 Open Space/Conservation Areas			78.79993206
Parking Lots			
KNOWLES PARKING LOT	S KNOWLES AV AND E WELBO	PARKING LOT	0.75221411
CENTRAL PARK PARKING LOT	S NEW YORK AV AND W MORS	PARKING LOT	1.37383116
HANNIBAL PIAZZA	S PENNSYLVANIA AV AND W N	PARKING LOT	0.35749075
3 Parking Lots			2.48353602
Right of Way			
LAKE SPIER FRONTAGE	S LAKEMONT AV AND GLENRI	ROW	3.93684708
VIA TUSCANY	VIA TUSCANY	ROW	0.30147336
VIRGINIA AND LAUREL	VIRGINIA DR AND LAUREL RD	ROW	0.91987303
EDWIN BV ROW		ROW	0.50850386
ELIZABETH DR ROW		ROW	0.11335468

FITZWALTER/BANCHORY ROW		ROW	0.19531129
BARNUM AV RR BETWEEN S DENNING DR AND MINNESOTA	BARNUM AV RR BETWEEN S D	ROW	0.88887890
BARNUM RR ROW BETWEEN W FAIRBANKS AV AND S NEW	BARNUM RR ROW BETWEEN V	ROW	0.78297924
HOWELL BRANCH ROW		ROW	1.06780105
PENN ROW BRIDGE		ROW	0.40804111
TEMPLE TRAIL ROW		ROW	0.38328345
CHEROKEE AVE ROW	CHEROKEE AVE	ROW	0.22655534
GALLOWAY ROW	Galloway	ROW	0.09041382
LEITH AVE ROW	ALONG RR	ROW	0.99136505
St. ANDREWS DRAINAGE BASIN	St. ANDREWS AVE	ROW	0.34416417
15 ROW			11.15884543
Special Purpose Parks			
WINTER PARK TENNIS CENTER	1045 AZALEA LN	SPECIAL PURPOSE PARK	6.24246728
WINTER PARK COUNTRY CLUB	761 OLD ENGLAND AVE	SPECIAL PURPOSE PARK	40.79761069
2 special purpose parks			47.04007797
Medians			
GOODRICH MEDIAN	GOODRICH BETWEEN PHELPS	TRAFFIC MEDIAN	0.10208637
DIXON AVE TRAFFIC ISLAND	DIXON AVE AND SOLANA AVE	TRAFFIC MEDIAN	0.08049217
GROVE/DALLAS	GROVE AVE AND DALLAS AVE	TRAFFIC MEDIAN	0.05487306
HOWELL BRANCH MEDIAN	HOWELL BRANCH RD	TRAFFIC MEDIAN	0.26377139
KAHKWA CT	KAHKWA CT	TRAFFIC MEDIAN	0.06218345
KIWI CIR	KIWI CIR	TRAFFIC MEDIAN	0.02054928
WORTHINGTON COURT	WORTHINGTON CORT	TRAFFIC MEDIAN	0.03412944
LAKEMONT AND LAKE HOWELL	N LAKEMONT AV AND LAKE HO	TRAFFIC MEDIAN	0.04569049
LEE RD MEDIANS	LEE RD	TRAFFIC MEDIAN	1.17717521
MORSE MEDIANS	MORSE BLVD	TRAFFIC MEDIAN	1.04538405
OSCEOLA AND BREWER	OSCEOLA AV AND BREWER AV	TRAFFIC MEDIAN	0.04494340
OSCEOLA CT	OSCEOLA CT	TRAFFIC MEDIAN	0.06944031
N PARK AVE AND PALMER AV	PARK AND PALMER	TRAFFIC MEDIAN	0.03085943
RANDALL CIR	RANDALL CIR	TRAFFIC MEDIAN	0.05413700
SUFOLK AND CAVENDISH	SUFOLK RD AND CAVENDISH R	TRAFFIC MEDIAN	0.05768986
VIA TUSCANY AND CYPRESS	VIA TUSCANY AND CYPRESS LN	TRAFFIC MEDIAN	0.00450625

WEBSTER AND PENNSYLVANIA	W WEBSTER AVE AND N PENN	TRAFFIC MEDIAN	0.01833580
ALOMA	ALOMA AV	TRAFFIC MEDIAN	0.17794820
BURNING TREE AND GOLFSIDE	BURNING TREE CT AND GOLFS	TRAFFIC MEDIAN	0.05130523
ALOMA AV	ALOMA AV	TRAFFIC MEDIAN	0.14569288
CHAPMAN AND COMSTOCK	CHAPMAN AV AND COMSTOCK	TRAFFIC MEDIAN	0.25429471
ORANGE AND HARMON		TRAFFIC MEDIAN	0.01279857
22 Traffic Medians			3.80828655

Park Acreage	362
Park Maintenance Acreage	419.00000000





Parks & Recreation Advisory Board

agenda item

item type	Staff Updates	meeting date	October 19, 2022
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Staff Update - Parks Projects and FY23 CIP items

motion / recommendation

background

Update regarding status of current projects and introduce approved CIP items for new fiscal year.

alternatives / other considerations

fiscal impact



Parks & Recreation Advisory Board

agenda item

item type	Staff Updates	meeting date	October 19, 2022
prepared by	Jason Seeley	approved by	
board approval			
strategic objective			

subject

Programming and Events Update

motion / recommendation

background

Update to PRAB regarding upcoming programming and/or events or status of completed program or event.

alternatives / other considerations

fiscal impact