



Parks & Recreation Advisory Board Regular Meeting

Agenda

April 20, 2022 @ 5:30 pm

Winter Park Event Center

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

- a. [Shady Park Sculpture Selection Committee- Designate PRAB member to serve on the selection committee](#) 5 minutes

2. Consent Agenda

- a. [Minutes Approval-March 10, 2022](#) 2 minutes

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**4. Action Items**

- a. [Fee Waiver Policy & Procedure](#) 5 minutes

UPDATE: At March PRAB, members attending agreed with general staff recommendation but there was a differing opinion as it related to whether previously approved fee waivers would need to come back to PRAB as a Consent Agenda item or an Action Item. 4 members were in attendance at time of vote with a 2-2 split to accept as written (consent agenda) and 2-2 to accept an amendment that would require the request to come as an Action Item.

As a point of clarification, any item on the Consent Agenda can be “pulled” by any member of the PRAB so that a discussion can ensue if desired.

5. Non-Action Items

- a. [Dinky Dock Open Space Business Permit Policy](#) 15 minutes
- b. [Work Session Schedule- May-August 2022](#) 10 minutes

6. Staff Updates

- a. [Staff Report](#) 20 minutes

7. Board Comments**8. Adjournment**



Parks & Recreation Advisory Board

agenda item

item type	Call to Order	meeting date	April 20, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Shady Park Sculpture Selection Committee- Designate PRAB member to serve on the selection committee

motion / recommendation

background

alternatives / other considerations

fiscal impact



Parks & Recreation Advisory Board

agenda item

item type	Consent Agenda	meeting date	April 20, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Minutes Approval-March 10, 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0310.22 Minutes.pdf](#)



Parks & Recreation Advisory Board Minutes

March 10 at 5:30p.m.

Virtual Meeting
Winter Park, Florida

Board Members Present

Michael Perelman, Krystal Dawkins, Annemarie Smith, Jennifer Adams, Kelly Price

Call to Order

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

Consent Agenda

a. February 16, 2022 Minutes Approval

Motion made by Kelly Price to approve the consent agenda, seconded by Krystal Dawkins.
Motion carried unanimously.

Staff Updates

- **General Project Update**
Staff provided the board with completed, current and future projects. The stadium pavilion is complete. Staff will provide the board with the final renderings of the Golf Course patio once it's complete. Turf for fields B&C is in the permitting stages, and once the final drawings are finished they will be presented to the board. The concession stand will begin once the current baseball season is finished. The Dinky Dock plans should be presented to the board in April or May. Dix Hite had a preliminary meeting with the group that is spearheading the MLK project, once the RFP is complete staff will meet with purchasing to present to the board. Chairman Perelman inquired about replacing the benches on the dock at Kraft Azalea Garden.
- **Recreation Programming & Events Update**
Spring art festival concert will be held in Central Park this Saturday with the Spring Art Festival following next weekend. Dinner on the Avenue will be held the first Saturday in April. This year staff is launching a trial hybrid Easter celebration with multiple small neighborhood egg hunts.
- **MLK/Shady Park/Shady Park**
Dix Hite continues to work on a 30% drawing and will schedule community meeting related to playground and spray play options at MLK Park. Dix Hite will meet with the Hannibal Square resident group on March 4th and staff on March 21st. A resident proposed a partnership with Orland Health to make MLK an adaptive park. There is interest from the Rotary Club to donating or sponsoring some STEM related elements within MLK Park.

ACi/Land Design is continuing park design and construction documents based on input from the previous meeting. Estimated cost for the restroom Solar Panels is \$10,000; staff recommends the approval as an add alternate.

- **Cost Recovery Philosophy, Current Status and Goals**

Staff provided the board with a detailed overview of Cost Recovery and Financial Overview of the department. This presentation was broken down by filters (benefits and secondary) divisions, program development models and Department Cost recovery methodology.

Cost pyramid is broken down into different benefit percentages, including Highly individual benefit, mostly individual benefit, individual/community benefit (balanced benefit), mostly community benefit, and High Community Benefit

Board member remarks/comments by Division

- **Administration**
 - Allocation of cost that is associated with other divisions to reflect the cost recovery of the division.
- **Landscape**
 - Change the cost recovery from NA to \$0
- **Tennis Center**
 - Board members supports goal of 90-100% but would like to see a breakdown of demographics of who is using the tennis center
 - Chairman Perelman recommends the addition of the CIP projected funds to include in the overall budget
- **Recreation/Athletics**
 - Sponsorships to increase revenue. Board members support the current goal of 30% with the possibility of sponsorship.
- **Farmers Market**
 - Board members support the current goal of 100%
- **Event Center**
 - If the anticipation of the usage is mostly private/commercial suggestion of a goal of 100%+
 - Board members would like to see statistical data on the projected revenue from the research that was done.
- **Community Center**
 - Board members support the current goal of 50%
- **Family Fun & Aquatics**
 - Increase private swim team fees, to increase revenue, board members support the current goal of 30%, and would like to see the statistical data of usage
- **Golf Course (Operation/Maintenance)**
 - Change the cost recovery goal to 100%+

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

Non-Action Items

Action Items

a. Fee Waiver Policy Procedure

Staff was asked to bring the current Commission approved fee waiver list to the board to review and make recommendations.

After discussion a motion made by Kelly Price to support staff recommendation with the exception that the fee waiver coming back to the Parks Board as an action item each time requested; seconded by Jennifer Adams. Motion failed with Michael Perelman and Annemarie Smith voting no

Motion made by Michael Perelman to support staff recommendation as presented; seconded by Annmarie Smith. Motion failed with Jennifer Adams and Kelly Price voting no.

Item was tabled for April meeting.

Board Comments

Board Members and Staff would like to thank Kelly Price for her service on the board

Jennifer would like to continue to discuss the next phase of the youth council, and the mini park process

Adjournment

The meeting was declared adjourned by Chairman Michael Perelman at 7:40pm

Minutes approved by the board on:

/s/ Kesha Thompson



item type Action Items	meeting date April 20, 2022
prepared by Kesha Thompson	approved by
board approval	
strategic objective Fiscal Stewardship, Exceptional Quality of Life	

subject

Fee Waiver Policy & Procedure

item list

UPDATE: At March PRAB, members attending agreed with general staff recommendation but there was a differing opinion as it related to whether previously approved fee waivers would need to come back to PRAB as a Consent Agenda item or an Action Item. 4 members were in attendance at time of vote with a 2-2 split to accept as written (consent agenda) and 2-2 to accept an amendment that would require the request to come as an Action Item.

As a point of clarification, any item on the Consent Agenda can be “pulled” by any member of the PRAB so that a discussion can ensue if desired.

motion / recommendation

Continuation from previous meeting, PRAB members to vote with more members present

background

City Commission has tasked with looking at current Commission approved fee waiver list and providing a recommendation on the City should move forward with the current groups and future requests.

alternatives / other considerations

Staff recommends we eliminate the commission approved fee waiver and simply have all groups request fee waivers using the current process which would by default eliminate the indefinite fee waiver and require everyone to apply annually. Dept. would provide commission with approved fee waiver detail as part of budget process. New requests for fee waiver would come to PRAB as an action item, but once approved would be brought forward as Consent Agenda items in subsequent years. In the event that a group is denied a requested waiver by the PRAB, request would then go onward to Commission for appeal

fiscal impact

TBD; dependent on feedback from PRAB as decision could increase or decrease amount of revenue lost through fee waiver's granted through new process. Staff does not foresee a significant change in department revenue from recommended policy.

ATTACHMENTS:

[Fee Waiver Action Item.pdf](#)

Current Fee Waiver Process

Current Fee Waiver Process

Current Fee Waiver process requires groups to meet certain qualifications to be considered. If such criteria is met, Dept Director can approve up to 50% fee reduction. If group desires further reduction then request for remaining balance to waiver goes to PRAB. Anything beyond one year goes to Commission for approval.

Criteria for Fee Waiver

- Non Profit
- Winter Park based within City Limits
- Not in support of a political candidate or political agenda
- Event benefits the City and/or residents
- Event type is consistent with recreation plan
- Organization demonstrates need for fee waiver

Commission Fee Waiver

Staff recommendation:

- Eliminate the commission approved fee waiver
- All groups request fee waivers using the current process which would by default eliminate the indefinite fee waiver and require everyone to apply annually.
- Dept would provide commission with approved fee waiver detail as part of budget process.
- In the event that a group is denied a requested waiver by the PRAB, request would then go onward to Commission for appeal.
- New requests for fee waiver would come to PRAB as an action item, but once approved would be brought forward as Consent Agenda items in subsequent years.

PRAB Input

PRAB Decisions:

- Do we agree with terminating the current list and starting over?
- If PRAB agrees in getting rid of indefinite fee waivers then can this all be worked out under the current fee waiver process?
- What should qualifying criteria be for groups wanting a full fee waiver?Examples of considerations....*Winter Park groups, public good, public v private, inclusion/diversity, etc... Review current Fee Waiver criteria.*



item type Non-Action Items	meeting date April 20, 2022
prepared by Kesha Thompson	approved by
board approval	
strategic objective Fiscal Stewardship, Exceptional Quality of Life	

subject

Dinky Dock Open Space Business Permit Policy

motion / recommendation

Provide direction and input related to fees and policy so that staff can bring back updated policy and fee recommendation for board approval.

background

The Parks and Recreation Department has allowed for private businesses to conduct businesses that provide park related services such as concessionaires, tennis instructor, fitness instructor, water sport rentals and instruction, etc. that improve the level of service within our parks. Much like the recent issues related to private tennis instruction at the community tennis courts at Cady Way, we are experience a similar situation as it relates to watercraft rentals at Dinky Dock park.

We currently have 4 registered businesses operating at Dinky Dock offering kayak tours, kayak rentals, as well as similar services related to paddle boarding. Application for each vendor is attached in back up documentation and provides info related to each vendors usage and service provided.

alternatives / other considerations

Staff is recommending an update to Open Space Business Policy that provides clear language that gives Department staff the ability to limit and deny permit requests in order to ensure business use doesn't negatively impact access our enjoyment of City facilities by residents. Staff also recommends that fee schedule be examined in lead up to 2023 budget submission.

fiscal impact

Limiting, and or decreasing the number of business permits issued for Dinky Dock or other facilities would have minimal impact on department revenues and cost recovery. Currently, total revenues for such permits at Dinky Dock provides less than \$5,000 in annual revenues.

ATTACHMENTS:

[Open Space Business Revision.pdf](#)

ATTACHMENTS:

[Open Space Dinky Dock Permit Holders April22.pdf](#)

CITY OF WINTER PARK PARKS AND RECREATION DEPARTMENT

PARKS OPEN SPACE BUSINESS PERMIT POLICY

Parks Commission Approval 12/10/2008

City Commission Approval 1/12/2009

Parks Commission Approval –Updated Fee Structure – 11/17/2010

City Commission Approval Updated Fee Schedule –4/25/2011

Parks Commission Revision –Background Checks per State Statute 2/9/11

Parks Commission added the Concessioner Section 5/22/13

Parks Commission Approval –Updated Fee Structure – 1/17/2018

INTENT: The Parks Open Space Business Permit shall be issued to licensed businesses or individuals engaging in business on the open space areas of City parks. Types of businesses this policy is intended to address include personal trainers, fitness instructors, martial arts instructors, personal coaching, program instructors, still photography, film, concessionaires, water sport equipment rentals, and the like.

LOCATIONS:

A. Parks Open Space Business Permits will be issued for activities taking place in parks open spaces only and subject to approval. Permit does not grant exclusive use of open area, park remains open to the public.

B. Any use of athletic fields, courts, or pavilions require rental of those fields, courts, or pavilions at the rate posted on the City of Winter Park current fee schedule.

GROUP RULES:

A. Groups larger than 20 people must be considered by the Parks and Recreation Commission.

B. No tents, tables, or equipment other than mats may be utilized on park open space.

C. Parking may not interfere with surrounding residential or business areas.

SALES BUSINESSES AND CONCESSIONAIRES:

A. Food and Beverage Concessions/Vendors

1. Potential concessionaires must provide proof of compliance with all state and local Department of Health regulations and meet all guidelines pertaining to the preparation and service of food and drink. Additional temporary food permit guidelines are in place by Winter Park Parks and Recreation, Code Enforcement, Fire Department and Building Department.

2. Potential concessionaires must comply with all physical regulations as they relate to the service of said food and drink such as fire-resistant tenting, hand wash sinks, proper refrigeration, proper food temperatures and the like.

3. All potential concessionaires are subject to periodic spontaneous inspection of sales area if approved for sales.

4. Concessionaires will be divided into the following categories for sales:

a. Prepackaged commercially available non-alcoholic beverages, snacks such as candy, chips, muffins and the like as regulated by the Florida Department of Agriculture and Consumer Services.

b. Prepared food of any sort that requires cooking or sales of foods as defined by the Department of Florida Department of Business and Professional Regulations and which include but are not limited to the sale of foods that require refrigeration such as sandwiches, meats, etc.

B. Photographers

1. Professional photo shoots or any photo shoot, professional or otherwise, that involves items such as props, backdrops, lighting, shades, etc that are associated with a professional photo shoot require a permit through the Parks and Recreation Department prior to arrival in our parks.

2. FILMING: All filming must initially go through the Orlando Film Commission. Filming deemed exempt by the Orlando Film Commission must go through the Open Space Business Permit application process to be approved for filming

3. No photo shoot should impede the enjoyment of the park for our residents and guests. Interruption of an ongoing rental, blocking of public sidewalks, and other such behaviors that interfere with park activities is prohibited and can result in cancelation of permit and/or in ability to renew permit.

C. Watercraft Rentals and Tours

1. No rental of watercraft with any form of engine (electric or gas) is allowed at City facilities.

2. Rental of any watercraft or tour must be pre-booked; on site rentals are not permitted.

3. All service providers are expected to follow best management practices related to service provided and Parks and Recreation staff does have ability to request documentation related to relevant certification and training of provider requesting to provide a given service.

4.. In an effort to ensure that resident enjoyment and access is not negatively impacted by business activity being conducted by permit holder, Parks and Recreation Director, or his/her designee, has the right to deny or limit use of certain facilities/parks. Examples of this could be: *Requiring alternative parking plans for vendors operating at facilities with limited parking, restriction of times and days vendors can conduct business in certain facilities, and other such accommodations.*

5. Must provide a schedule each week to Parks and Recreation Department that clearly states day/times business will conducted. Any changes must be communicated and approved by Department.

C. Other Services

1. Business offering services such as fitness programming and personal training, group exercise, sports specific training, water sports experiences, and equipment rentals must comply with all City, Parks and Recreation Department, and park specific codes, policies, procedures, and regulations relative to the specific service being provided.
2. All service providers are expected to follow best management practice related to service provided and Parks and Recreation staff does have ability to request documentation related to relevant certification and training of provider requesting to offer a given service.
3. In an effort to ensure that resident enjoyment and access is not negatively impacted by business activity being conducted by permit holder, Parks and Recreation Director, or his/her designee, has the right to deny or limit use of certain facilities/parks. Examples of this could be: Requiring alternative parking plans for vendors operating at facilities with limited parking, restriction of times and days vendors can conduct business in certain facilities, and other such accommodations.
4. Must provide a schedule each week to Parks and Recreation Department that clearly states day/times business will conducted. Any changes must be communicated and approved by Department.

C. Fees:

Concessionaire Cat. 1 (Pre-Packaged Foods)

- i. \$25 per sales day per sales station.
- ii. \$60 per week per sales station
- iii. \$150 per month per sales station

Concession Cat. 2 (Prepared Food/Cooking)

- i. \$75 per sales day per sales station.
- ii. \$125 per week per sales station
- iii. \$300 per month per sales station

Watercraft Rental and Tours

- i. \$100 per month 20 attendees or less PER MONTH
- ii. \$300 per month over 20 attendees PER MONTH

Photography/Film

- i. \$25 per day
- ii. \$75 per week
- iii. \$225 per month

Other Services:

- iii. \$75 per month 20 attendees or less PER MONTH
- iv. \$250 per month over 20 attendees PER MONTH

DRAFT

✓
set up email permit

Application for Parks Open Space Business Permit City of Winter Park Parks and Recreation Department			
Business Name:	<u>A Paddle in Paradise</u>	Date:	<u>1-15-2022</u>
Business Manager:	<u>Nathan Krebs</u>	Title:	<u>Owner</u>
Business Address:	<u>5665 La Costa Drive</u>		
	<u>Orlando 32807</u>		
Business Phone:	<u>208-406-9283</u>	Cell:	
Email Address:	<u>naturenate1901@gmail.com</u>		Fax:
Park Requested:	<u>Dinky Dock Park</u>	Area:	<u>Boat Launch</u>
Type of Activity:	<u>Guided Paddle Tours/ Fitness Paddles</u> (Self propelled SUP)		
Describe in Detail:	<u>Providing educational tours about the ecology of the Florida water systems and how to responsibly use and enjoy Florida's natural areas with conservation in mind.</u>		
Time:	<u>9am with occasional sunset tours</u>	Date(s):	<u>Weekday launches only</u>
Number of Expected Participants:	<u>14</u>	Ages of Participants:	<u>all ages, minors are required to have parent/guardian</u>
By signing below, applicant acknowledges receipt of rules and regulations. Applicant has read rules and regulations and agrees to abide by same.			
Signature:			Date: <u>01-15-2022</u>
FOR OFFICE USE ONLY:			
Proof of Insurance?:	<u>✓</u>	Proof of Orange County Tax Certificate:	<u>✓</u>
Proof of Background Checks if Applicable:	<u>✓</u>	Liability Waivers on File?:	<u>✓</u>
Director of Parks and Recreation Signature of Approval:			
Business Permit Number:		Amount Paid:	
Expiration Date:		Approved Park:	

INTENT:

The Parks Open Space Business Permit shall be issued to licensed businesses or individuals engaging in business on the open space areas of City parks. Types of businesses this policy is intended to address include personal trainers, fitness instructors, martial arts instructors, personal coaching, summer camps, program instructors, and the like. Concessionaires require an additional application form.

**Application for Parks Open Space Business Permit
City of Winter Park
Parks and Recreation Department**

Business Name: Get Up And Go Kayaking Winter Park **Date:** 3/31/2022

Business Manager: Christia Lumpkin **Title:** Owner

Business Address: 3440 Jamber Dr Ocoee FL 34761

Business Phone: 407-212-7306 **Cell:** 772-418-7863

Email Address: Christialumpkin@gmail.com **Fax:** _____

Park Requested: Dinky Dock **Area:** Along the beach area

Type of Activity: Small group guided eco tours - up to 6 kayaks total

Describe in Detail: Small group guided eco tours in clear kayaks

Time: 4 times a day, 2 hour tours.
Ex: 10AM, 12:30PM, 3PM, 5:30PM **Date(s):** 3-5 days a week

Number of Expected Participants: 30-50 per week / varies **Ages of Participants:** 3-90

By signing below, applicant acknowledges receipt of rules and regulations. Applicant has read rules and regulations and agrees to abide by same.

Signature:  **Date:** 3/31/2022

FOR OFFICE USE ONLY:

Proof of Insurance?: _____ **Proof of Orange County Tax Certificate:** _____

Proof of Background Checks if Applicable: _____ **Liability Waivers on File?:** _____

Director of Parks and Recreation Signature of Approval: _____

Business Permit Number: _____ **Amount Paid:** _____

Expiration Date: _____ **Approved Park:** _____

INTENT:

The Parks Open Space Business Permit shall be issued to licensed businesses or individuals engaging in business on the open space areas of City parks. Types of businesses this policy is intended to address include personal trainers, fitness instructors, martial arts instructors, personal coaching, summer camps, program instructors, and the like. Concessionaires require an additional application form.

New Owner

Application for Parks Open Space Business Permit	
City of Winter Park	
Parks and Recreation Department	
Business Name:	Peace of mind KAYAK TOUR Date: 4-28-2021
Business Manager:	James Coon Title: Tour Guide
Business Address:	2545 ADAM ST ASTATULA, FL 34705
Business Phone:	407-733-8338 Cell: same
Email Address:	JAMES.COON@GMAIL.COM Fax:
Park Requested:	DIKY DOCK PARK Area: BOAT RAMP
Type of Activity:	KAYAK TOURS & Rentals
Describe in Detail:	PRE-BOOKED TOURS on the LAKE
Time:	9 AM - 7 PM Date(s): Monday - Sunday
Number of Expected Participants:	2-19 Ages of Participants: 5-75
By signing below, applicant acknowledges receipt of rules and regulations. Applicant has read rules and regulations and agrees to abide by same.	
Signature:	James Coon Date: 4-28-2021
FOR OFFICE USE ONLY:	
Proof of Insurance?:	Proof of Orange County Tax Certificate: <i>approved for</i>
Proof of Background Checks if Applicable:	Liability Waivers on File?:
Director of Parks and Recreation Signature of Approval:	
Business Permit Number:	Amount Paid: <i>fee</i>
Expiration Date:	Approved Park:

INTENT:

The Parks Open Space Business Permit shall be issued to licensed businesses or individuals engaging in business on the open space areas of City parks. Types of businesses this policy is intended to address include personal trainers, fitness instructors, martial arts instructors, personal coaching, summer camps, program instructors, and the like. Concessionaires require an additional application form.

3 mos. JULY

Application for Parks Open Space Business Permit	
City of Winter Park	
Parks and Recreation Department	
Business Name:	<u>Epic Paddle Adventures, LLC</u> Date: <u>2/23/22</u>
Business Manager:	<u>Richard Gallagher</u> Title: <u>Owner</u>
Business Address:	<u>1600 North Orange Avenue, Suite 7</u> <u>Orlando, FL 32804</u>
Business Phone:	<u>407-300-8781</u> Cell: _____
Email Address:	Fax: _____
Park Requested:	<u>Dinky Dock</u> Area: _____
Type of Activity:	<u>Paddleboarding & Kayaking</u>
Describe in Detail:	<u>Paddleboard & Kayak Tours 1.5 hours</u>
Time: <u>9am / Sunset Tour</u>	Date(s): <u>Ongoing</u>
<u>off water by sunset</u>	
Number of Expected Participants:	<u>15-20</u> Ages of Participants: <u>Adults</u>
By signing below, applicant acknowledges receipt of rules and regulations. Applicant has read rules and regulations and agrees to abide by same.	
Signature:	<u>Richard Gallagher</u> Date: <u>2/23/22</u>
FOR OFFICE USE ONLY:	
Proof of Insurance?: _____	Proof of Orange County Tax Certificate: _____
Proof of Background Checks if Applicable: _____	Liability Waivers on File?: _____
Director of Parks and Recreation Signature of Approval:	<u>Law</u>
Business Permit Number: _____	Amount Paid: _____
Expiration Date: _____	Approved Park: _____

INTENT:

The Parks Open Space Business Permit shall be issued to licensed businesses or individuals engaging in business on the open space areas of City parks. Types of businesses this policy is intended to address include personal trainers, fitness instructors, martial arts instructors, personal coaching, summer camps, program instructors, and the like. Concessionaires require an additional application form.



Parks & Recreation Advisory Board

agenda item

item type	Non-Action Items	meeting date	April 20, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Work Session Schedule- May-August 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact



Parks & Recreation Advisory Board

agenda item

item type	Staff Updates	meeting date	April 20, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Staff Report

motion / recommendation

- General Project Report
- Recreation Programming & Events Report
- MLK/Shady Park Project Update
- Winter Park Pines Golf Course Update
- Winter Park Land Trust/City Partnership - Grant Writer

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[April 20 Project Update.pdf](#)

Parks and Recreation Capital Project Status Summary - FY22					
Project Name	Start Date	Complete Date	Status	Notes	Lead
Major Park Improvements					
Phelps Pickleball Add	October 2021	December 2021	Completed	Completed.	M. McCosker
Phelps Tennis Courts	October 2012	December 2021	Completed	Completed.	M. McCosker
Showalter Stadium Concessio	June 2021	December 2021	Completed**	Installed; prep tables and lighting to be added prior to fall sports season	Ronnie M
HBP Playground Shade Struct	June 2021	August 2021	Holding	Shade Sail; waiting on HB trail plan to ensure no conflicts	C. Daus
Ward Baseball Windscreens	July 2021	October 2021	Completed	Completed.	Jason/Mike
Ward Baseball Park Amenitie	July 2021	December 2021	In Progress	benches, receptacles, bike racks-ordered but delayed	Jason
Ward Park Baseball Parking	August 2021	January 2022	Completed	Completed	Jason/William M
Rebuild MLK Athletic Fields	June 22	August 2022	On Track	Laser leveling, sub and surface drainage, irrigation, and resodding.	Ed B
Rebuild Showalter East 2	June 22	August 2022	On Track	Laser leveling, sub and surface drainage, irrigation, and resodding.	Ed B
Rebuild Ward C	August 2022	October 2022	On Track	Laser leveling, sub and surface drainage, irrigation, and resodding.	Ed B
Rebuild Field 6, 7, and 8 at W	June 2022	August 2022	On Track	Sod, drainage, laser leveling, of infield and outfield problem areas	Ed B

Capital Improvement Projects

Golf Course/Country Club Re	June 2022	July 2022	Delayed	On track for June 2022. New patio furniture and umbrellas have been received., meeting with	Jason/Gregg
Pineywood Columbarium	June 2021	April 2022	In Progrss	Structures have begun fabrication and site prep is underway	Cathleen/Janna
FieldTurf Fields B and C	Dec 2021	May 2022	PLANNING	and other prep executed; work on fields should begin June 2022	Jason/Ronnie
Mead ADA Restrooms	June 2021	August 2021	In Progress	Construction in Progress	Jason/Leif
Mead Parking Lot and Draina	May 2021	Septemeber 21	In Progress	Satellite lot completed; Public Works permitting in progress	Public Works
Ward Park Concession Stand	June 2022	October 2022	Delayed	City issuing RFP for Design/Build	Jason/Ronnie
Ward Park Walkways	August 2021	October 2021	On Track	ADA Walkway work will commence at end of Spring Babe Ruth season.	Jason/Ronnie
Mead ADA Walkways	January 2022	On Going	On Track	Work will be phased; first leg of path will begin Jan/Feb 22	Jason/MBG
Dinky Dock (ARPA)	FY22 - 2nd Qtr	TBD	PLANNING	Parking lot, beach, and boat dock improvements.	Jason S/Public Works
WP Tennis Center Well	May 2022	May 2022	On Track	Add well to tennis center for irrigation of clay courts	Mike M
WP Tennis Center Hitting Wa	June 2022	July 2022	On Track	Repurpose pickleball space with solid hitting wall/move backboards to Phelps or CW	Mike M
WP Tennis Center Light Upgr	May 2022	June 2022	On Track	Musco scheduled to begin upgrade	
MLK Park Improvements	TBD	TBD	On Track	Dix Hite actively working on plans; public meetings in workshops set for May 2022	Jason S
Ward Baseball Field Lightng	FY 22 - 4th Qtr	TBD	On Track	Upgrade Field Lighting - poles/LED	Ronnie M
Shady Park Upgrades	TBD	TBD	PLANNING	RFP to be issued; selction committee being selcted April - bid selection May 2022	Cathleen D/CRA (Kyle)
Cady Way Pool Filter Replace	FY22 - 2nd Qtr	TBD	On Track	Filteration system update/maintenance	Cathleen D
Meadows Play Space (APRA)	Oct 2021	Dec 22	In Progress	structure ordered and scheduling basketbal court resurfacing	
B/O Equipment Conversion (I	Oct 2021	March 2022	In Progress	Approved by City Commission. Items on order.	