

Parks and Recreation Advisory Board



January 23, 2019 at 5:30 PM

Winter Park Community Center
721 West New England Avenue / Winter Park,
Florida

1: Consent Agenda

a. Minutes Approval-November 28, 2018

Minutes to be approved from November 28, 2018 meeting.

b. Showalter Track Membership-Updated Hours

Increased hours due to demand

c. Updated Facility Rental Guidelines

Updated rental facility guidelines for the Winter Park Country Club and Winter Park Farmers' Market

d. Be my neighbor-Central Park Rental

e. 2019 Popcorn Flicks in Central Park

Scheduled Popcorn Flicks in Central Park

January 10 @ 7pm, raindate January 24th @7pm

February 7th @7pm, raindate February 21st @7pm

March 14th @ 8pm, raindate March 28th @ 8pm

April 11th @ 8pm, NO Raindate

May 9th @ 8pm, raindate May 23rd @ 8pm

June 13th @ 8pm, raindate June 27th @ 8pm

July 11th @ 8pm, raindate July 25th @ 8pm

August 8th @ 8pm, raindate August 22nd @ 8pm

September 12th @ 8pm, raindate September 26th @ 8pm

October 10th @ 8pm, raindate October 24th @ 8pm

November 7th/14th @ 7pm, raindate according to the city's holiday events

December the day of the tree lighting, raindate the following Monday

2: Action Items

a. lululemon Partnership

Staff is seeking approval for the concept of a partnership agreement with Lulu Lemon in Central Park

b. Little Free Library-Ward Park

3: Discussion

4: New Business

5: Staff Report

- **Family Fun & Recreation Update**
- **Parks Projects & Landscaping Update**
- **Mead Gardens Update**
- **Winter Park Restore the Roar Table**

6: Adjourn

Appeals and Assistance

"If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need 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)

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

Meeting Protocol

The protocol described below is used to conduct an orderly meeting of the Parks and Recreation Advisory Board. It is the Chair's option to follow or deviate from these guidelines during any meeting of the Board.

- Agenda item is brought up by Chair;
- Chair recognizes the staff for department input;
- Staff will present the item and state department recommendation if appropriate;
- The staff or Board Chair may recognize the individual or group requesting the action and present the opportunity to address the Board and present the details of their request. This presentation should be brief (3-5 minutes)
- The Chair will recognize the Board members and provide an opportunity for questions from the item sponsor or department staff;
- The Chair will entertain any motion from the Board regarding the agenda item;
- Once the item has been motioned and received a second, the Chair will ask if there is any public comment about the issue. (Public comment comes before the Board discusses the motion.) Public comment will be held to 3 minutes each;
- The public comments are closed by the Chair once all citizens who wish to speak have been given an opportunity;
- The Chair will recognize the Board members for discussion of the motion. Any Board member may address a question to the sponsor, to the department staff or to a citizen if appropriate;
- Once there is no further discussion, or if the Question has been called (debated and voted affirmative), then the Chair will request the Board moves to a vote.



Agenda Item Summary

Minutes Approval-November 28, 2018 - Minutes to be approved from November 28, 2018 meeting.

Summary:

Background:

ATTACHMENTS:

Description

November 28, 2019 Minutes

Upload Date

1/18/2019

Type

Cover Memo

**PARKS AND RECREATION
ADVISORY BOARD
November 28, 2018**

Chairman Carl Creasman called the meeting to order at 5:32 p.m. at the Winter Park Community Center in conference room D.

Advisory Board Members present:

Carl Creasman
Julio de Arcos
Chris Morrison
Brian Furey
Renee Maloney
Bradley Doster

Staff present:

Jason Seeley
Ron Moore
Tim Egan
Cathleen Daus
Kesha Thompson
Stanford Locke

Advisory Board Members absent:

Trish Teague
Taylor Sacha

Staff absent:

Guests:

Consent Agenda:

- a) Approval of Minutes October 24, 2018
- b) Wedding-West Meadow

Carl Creasman gained consensus from the board to approve the consent agenda.

Action Item

- a) Little Free Library-(They changed to Jan meeting)
- b) Family & Friend Christmas Event- Mr. Yarbrough

Motion made by Renee Maloney to defer this item back to staff for a decision based on the understanding the Park policy. Seconded by Julio de Arcos; the motion passed unanimously.

New Business

Staff Report

- Recap of Holiday Events
- Update for Master Plan Work Session
- Update on Baseball Field Usage & WPYB
- Mead Garden Update
- Park Projects & Landscaping Division Update
 - Moonlight Garden ribbon cutting will be January 9, 2019 6p-8p
 - Dinner on the Ave table sales will be January 7 here at the community center

Next Meeting – January 23 2019 @ 5:30 p.m., Parks & Recreation, Community Center conference room D.

The meeting adjourned at 6:15pm

Kesha Thompson

Kesha Thompson
Recording Secretary



Agenda Item Summary

Showalter Track Membership-Updated Hours - Increased hours due to demand

Summary:

Background:

ATTACHMENTS:

Description

Track Membership Revised Hours

Upload Date

1/18/2019

Type

Cover Memo



Showalter Stadium

Track Membership Rules & Regulations

GENERAL

- A. Track memberships is defined as the use of the stadium track individually or training with a trainer or instructor. This includes, running, jogging & exercising.
- B. Hours use for track memberships are:
 - August-May Monday - Friday from 7:30am-12pm
 - June & July Monday - Friday 7:30am-7pm
 - Weekend hours are Saturday and Sunday from 7:30am-3pm.
- C. All visitors who wish to use the track for recreational use will be required to have a track membership, which can be purchased at the Winter Park Community Center located at 721 W. New England Ave. Winter Park, FL 32789 Ph. 407-599-3275 or 407-599-3397.
- D. Recreational use of track is only allowed during membership hours. Track use is not permitted during any Showalter Stadium rentals (track, field or both) or times other than scheduled membership hours.
- E. Animals are not permitted in the stadium or on the track at any time. (Service Animals are an exception).

MEMBERSHIPS

- A. The City of Winter Park reserves the right to refuse any activities deemed inappropriate for the site.
- B. All potential track members must provide proof of residency and fill out/sign an Individual Liability Waiver. Approved fees as defined in the City of Winter Park Fee Schedule must be paid before a membership is granted.
 - a. All membership fees are prorated through September 30th.
 - b. Memberships are non-transferrable.
 - c. Inquiries pertaining to track membership for individuals or instructors can be sent to recreation@cityofwinterpark.org Ph. 407-599-3397 or by visiting the Winter Park Community Center located at 721 W. New England Ave Winter Park, FL 32789. Hours are Monday – Friday 8am-7pm. Weekend hours are Saturday 9am-7pm and Sunday 10am-5pm.

- d. All track membership holders will receive a Rec ID once enrolled. Rec IDs must be present at all times during track use.
- C. Track participants must use jogging/running shoes or track specialized cleats with 1/8" pyramid spikes.
- D. Track memberships do not include any city owned equipment.
- E. Use of the turf field must be approved by the Parks & Recreation Department.
- F. All use of starting blocks for running must be approved by the Parks & Recreation Department prior to use.
- G. Pole Vault and High Jump use is prohibited for track membership use.
- H. Any equipment that can alter or damage the track surface is prohibited.
- I. Tables and chairs cannot be placed on track surfaces at any time.
- J. Children under the age of 11 must be accompanied by an adult at all times

TRAINERS, INSTRUCTORS & GROUPS

- A. A. Trainers will be required to purchase an Open Space Business Permit with the city in order to hold training events and work out sessions. Permit fees are separate from Track Membership Fees. Track training and boot camps must be approved by Parks & Recreation Department and comply with the Parks Open Space Business Permit Policy.
- B. Trainers who also hold large sessions (Groups larger than 10 people) will be required to rent the track for the allotted time needed for their session. Rental contracts and Open Space Business Permits can be obtained through the Parks & Recreation office located at 721 W. New England Ave or through email @ recreation@cityofwinterpark.org Ph. 407-599-3397.
- C. Each individual in the training group must have a valid track membership.
- D. If trainers or instructors are present during track membership hours, the City of Winter Park will determine the classification.
- E. Organized groups require rental of the stadium (track, field or both).
Definitions: organize teams or league participants, 15 or more participants, uniform, officials, coaches.

OTHER

- A. Any damage done to the track or field surface by track membership holders will result in additional fees.
- B. Alcohol is prohibited.
- C. Memberships can be purchased monthly or yearly for residents and non-residents.

I have read and understand all of the above Rules and Regulations. I agree to abide by all of the above.

Signed _____

Date _____



Agenda Item Summary

Updated Facility Rental Guidelines - Updated rental facility guidelines for the Winter Park Country Club and Winter Park Farmers' Market

Summary:

Background:

ATTACHMENTS:

Description

Farmers' Market Rules Revised

Winter Park Country Club Rules-Revised

Upload Date

1/21/2019

1/21/2019

Type

Cover Memo

Cover Memo



Farmers' Market

RULES & REGULATIONS

Parks & Recreation Advisory Board >
Parks & Recreation Advisory Board >

GENERAL

- A. It is the intent of the City Commission that the Farmers Market be used primarily as a rental facility for the enjoyment by all Winter Park citizens and visitors.
- B. The facility address is 200 West New England Avenue, Winter Park, FL 32789
- C. The business office for reservations is located at 200 West New England Avenue, Winter Park, FL 32789
- D. Office hours are from Monday - Friday 8am-5pm. Ph. 407-599-3341.
- E. The Building is closed Thanksgiving and Christmas

EVENT BOOKING AND PAYMENT

- A. Holds may be made in person or email by submitting a Facility Request Form and will expire without notice to customer on the 7th day of the courtesy hold.
- B. Customers with courtesy holds will not be contacted by the reservations office prior to expiration of courtesy hold.
- C. Reservations will not be considered firm until a contract is signed and a deposit accepted by courtesy hold deadline.
- D. Available hours for rental on Fridays and Saturdays are 6pm to Midnight. A courtesy time of one hour prior is available for set up.
- E. Hourly Rentals are available Sunday through Thursday: A minimum time period of two hours is required. A courtesy hour is provided prior to the event time for set up.
- F. All changes to contract for rental dates, times, rooms rented or cancellations must be made in writing.
- G. Rental fees are due 30 days prior to the event.
- H. Rental fees are non-refundable without a 30 day notice. (Patron will remain responsible for payment of rental even if the event does not take place.)
- I. Checks may be accepted up to 30 days prior to event. Payable to the City of Winter Park.
- J. Money orders and MasterCard, Visa, and Discover credit cards are accepted.

DEPOSITS

- A. Deposits are required for all rentals.
- B. Deposits are held separate from the rental fees and are not applied toward account balances.
- C. City approved fee waivers must also provide a deposit
- D. Deposits are refunded 4-6 weeks after the events unless the deposit or a portion of the deposit is retained due to violation of contract rules and regulations such as but not limited to:
 - 1. Damage to building, equipment, property.
 - 2. Use of tape, tacks, staples, nails on walls or furniture is prohibited.
 - 3. Use of confetti or glitter inside or outside is prohibited.
 - 4. Use of sparklers inside or outside is prohibited.
 - 5. Excessive cleaning.
 - 6. Entering rental rooms prior to time specified on contract.
 - 7. Failure to vacate facility at time specified on contract.
 - 8. Time used in excess of contracted time is charged at time and one half rate.
 - 9. Smoking inside facility and on the patio is strictly prohibited.
 - 10. Misrepresentation of the organization or type of event
 - 11. Failure to remove all items from building. No storage allowed.
 - 12. Exceeding posted maximum room capacities
 - 13. Use of rooms that are not specified on contract.
 - 14. The throwing of rice is strictly prohibited.
 - 15. Failure to provide proper alcohol sales permit when selling alcohol
 - 16. No decorations can be hung from the ceiling or walls.
 - 17. Use of fog machines are prohibited

*In the event of damage the amount deducted from the deposit will be determined by the cost of materials and hours for labor needed for the repair. Additional billing may occur depending on the existence of damages. Notification will be made by email explaining why the deposit or portion is being withheld.

CANCELLATION

- A. Cancellations must be made in writing.
- B. Cancellations made with less than 30 days notice will result in loss rental, cancellations made with 30-60 days notice will result in loss of deposit, cancellations made with 60-90 days notice will result in loss of 50% of deposit, cancellations made over 90 days will result in a \$20 processing fee.
- C. Cancellations more than 30 days in advance of contracted event will result in refund of room rental fees, if fees have been paid, but loss of entire deposit.

EVENT POLICIES

Rules:

- A. The person signing the contract is responsible for the orderly conduct of attendees
- B. Events must be concluded, cleaned up and exit premises by the end of the contract time.
- C. The City is not responsible for any items left at the Farmers Market. All items must be removed from the building upon conclusion of the event.
- D. Clean up includes placing all papers in trash cans, cleaning spills from floors, counters, tables, etc. and picking up litter indoors and outdoors and removing all customer belongings from building.
- E. Kitchen clean up must include clearing refrigerators, cleaning counters, cleaning sinks and floors.
- F. Vandalism breakage or possible hazard conditions should be reported to city personal.
- G. Events that are open to the public and charging admission must hire a Winter Park Police Officer
- H. Teen parties and college club organizations that are charging admission and serving alcohol must hire 2 Winter Park Police Officer to attend event and a double deposit is required. One chaperone per every 15 teens in attendance. The representative signing the contract must be at least 21 years of age.
- I. Wedding functions will receive one hour courtesy on the patio area of the building for rehearsal prior to the wedding date. This rehearsal must be scheduled on a weekday only, will be based on availability and cannot be reserved until two weeks prior to the rental date. This courtesy hour is not staffed, city equipment will not be provided and the building will not be accessible.
- J. The use of the parking lot for anything other than parking will require separate rental of the parking lot.

Alcohol

- A. The sale of alcohol must be approved and meet the requirements under the Alcohol and Tobacco Beverage Division of the State of Florida.
- B. Alcoholic beverages are prohibited outside of the Farmers Market Building. The patio area is considered part of the building.
- C. To serve alcohol on the brick paver area outside of the patio or anywhere in the parking lot would require separate rental of the parking lot and the hiring of a Winter Park Police Officer would be required .
- D. College Club Organizations which serve alcohol must hire 2 Winter Park Police Officers to attend the event
- E. This must be approved by the City and meet all state required guidelines. The customer must reserve the Off Duty Police Officer through the Winter Park Police Department.

Fire Code

- A. Candles or alcohol burning equipment must be placed in non-combustible, well supported bases with flame protection.
- B. Flammable materials such as hay and burlap are not permitted. Any draping or linens must be flame resistant.
- C. Cooking inside the building is prohibited. Outdoor cooking on the property requires specific permission from the Fire Marshal and a separate form is required. This includes food trucks.
- D. Stove tops of any type, electric or gas are not permitted inside the building.
- E. LP gas or propane in pressured containers is not permitted inside building or within 10 feet of building.
- F. Butane is prohibited

- A. Failure to pay fees as outlined above will result in collection procedures.
- B. The City of Winter Park reserves the right to cancel any events/rentals in any City owned facility or park.
- C. The parking lot amenities and/or landscaping may change without notice.

I have read and understand all of the Rules and Regulations. I agree to abide by all of the above and those on preceding pages.

Signed Date



Winter Park Country Club

Rules & Regulations

1. GENERAL

- A. It is the intent of the City Commission that the Country Club be used primarily as a rental facility for the enjoyment by all Winter Park citizens and visitors.
- B. **Office hours are from Monday - Friday 8am - 5pm. Ph. 407-599-3416** unless otherwise approved by the Parks and Recreation Commission and / or City Commission.
- C. The person signing the contract is responsible for the orderly conduct of attendees.

2. EVENT BOOKING AND PAYMENT

- A. Courtesy holds may be made in person or by phone.
- B. Courtesy holds will expire without notice to customer on the 7th day of the courtesy hold.
- C. Customers with courtesy holds will not be contacted by the reservations office prior to expiration of courtesy hold.
- D. Reservations will not be considered firm until a contract is signed and a deposit accepted by noted deadline.
- E. Events must be concluded, cleaned up and everyone off the premises by Midnight.
- F. **Available hours for rental on Fridays and Saturdays are 4pm to Midnight. Additional time is available for rent.**
- G. Hourly Rentals are available Sunday through Thursday: A minimum time period of two hours is required.
- H. All changes to contract for rental dates, times, rooms rented or cancellations must be made in writing.
- I. **Hours reserved should include the total time that the facility will be in use including decorating and clean up time.**
- J. Rental fees are due **30 days** prior to the event.

- K. Rental fees are non-refundable without 60 days' notice. (Patron will remain responsible for payment of rental even if the event does not take place.)
- L. Checks may be accepted up to 30 days prior to event. Payable to the City of Winter Park.
- M. Money orders and MasterCard and Visa credit cards are accepted.
- N. Fees shall be charged according to the current fee schedule as set by the Winter Park City Commission and will be subject to change. All fees are subject to state sales tax.
- O. Groups signing the contract with less than 30 days prior to event will be required to submit deposit and rental fee and will forfeit same should the patron cancel.

3. DEPOSITS

- A. Deposits are required for all rentals.
- B. Deposits are held separate from the rental fees and are not applied toward account balances.
- C. Deposits are refunded 4-6 weeks after the events unless the deposit or a portion of the deposit is retained due to violation of contract rules and regulations such as but not limited to:
 - Damage to building, equipment, property.
 - Use of tape, tacks, staples, and nails on walls or furniture is prohibited.
 - Use of confetti or glitter inside or outside is prohibited.
 - Use of sparklers inside or outside is prohibited.
 - Excessive cleaning.
 - Entering rental rooms prior to time specified on contract.
 - Failure to vacate facility at time specified on contract.
 - Time used in excess of contracted time is charged at time and one half rate.
 - Smoking inside facility is strictly prohibited.
 - Misrepresentation of the organization or type of event
 - Failure to remove all items from building. No storage allowed.
 - Exceeding posted maximum room capacities
 - Use of rooms that are not specified on contract.
 - The throwing of rice is strictly prohibited.
 - Failure to provide proper alcohol sales permit when selling alcohol.
 - Violation of noise ordinance.
 - Burlap and hay are prohibited.
 - The use of candles is prohibited.

4. CANCELLATION

- A. Cancellations must be made in writing.
- B. Cancellations with less than 30 days' notice of contracted event will result in full retention of rental fees and deposit.
- C. Cancellations with 30-60 days' notice will result in retention of deposit.
- D. Cancellations with 60-90 days' notice will result in retention of 50% of deposit.
- E. Cancellations with over 90 days' notice will be charged \$20 processing fee, remainder of deposit will be refunded.

5. EVENT POLICIES

- A. The sale of alcohol must be approved and meet the requirements under the Alcohol and Tabaco Beverage Division of the State of Florida.
- B. Teen parties and college club organizations must hire Winter Park Police Officer to attend event. One adult chaperone per every 15 teens in attendance.
The representative signing the contract must be 21 years of age
- C. All music must be off by 11:00pm per noise ordinance.
- D. Not responsible for any items left at the Country Club.
- D. Clean up includes placing all papers in trash cans, cleaning spills from floors, counters, tables, etc. and picking up litter indoors and outdoors and removing all customer belongings from building. All articles must be removed from refrigerator and freezer immediately after event.
- E. Kitchen clean up must include clearing refrigerators, cleaning counters, cleaning sinks and floors.
- F. Candles or alcohol burning equipment are not permitted.
- G. No Kegs inside the building or on screened porches.
- H. LP gas or propane in pressured containers are not permitted inside building or within 10 feet of building.
- I. The Country Club has no cooking equipment other than a microwave. Stove tops of any type, electric or gas, are not permitted inside the building.
- J. Failure to pay fees as outlined above will result in collection procedures.
- K. The City of Winter Park reserves the right to cancel any events/rentals in any City owned facility or park.
- L. The Golf Course amenities and/or landscaping may change without notice.

I have read and understand all of the above Rules and Regulations. I agree to abide by all of the above.

Signed

Date



Agenda Item Summary

Be my neighbor-Central Park Rental -

Summary:

Background:

ATTACHMENTS:

Description

Be My Neighbor

Upload Date

1/21/2019

Type

Cover Memo

Craig O'Neil

From: Event Permitting Notification <notification@cityofwinterpark.org>
Sent: Friday, January 11, 2019 3:24 PM
To: Events
Subject: [Event Permitting #10477] New application for 5th Annual Be My Neighbor Day

Contact name
Susan Skolfield
Company
Winter Park Historical Association
Email
museum@wphistory.org
Primary phone
(407) 647-2330
Secondary phone
(321) 948-4172
Address
P.O. Box 51 WINTER PARK, FL 32790 United States Map It
Name of event
5th Annual Be My Neighbor Day
Address of event
Central Park
Specific location of event
Central Park
Date of event (from)
02/16/2019
Date of event (to)
02/16/2019
Time of event (from)
12:00 pm
Time of event (to)
03:00 pm
Set up time
07:00 am

Permit type
Non-Profit – Must provide proof of IRS Code 501(c)(3)
Upload proof of IRS Code 501(c)(3)
<ul style="list-style-type: none"> 501c3-scan-2016 07 12-14 33 30-UTC.pdf
Estimated attendance of the event
3000
Provide a detailed event description
5th Annual Be My Neighbor Day in conjunction with WUCF TV. This event is part of the 2nd Annual Weekend of the Arts.
Will this event take place within the boundaries of a city park?
Yes
Upload the completed and signed “Park Use Application”
<ul style="list-style-type: none"> BMND-City-of-WP-Park-Application-2019.pdf
Please select the city park or facility
<ul style="list-style-type: none"> Central Park
Explain how the event will benefit the residents and businesses of Winter Park in a brief description
This is a family friendly event highlighting the life and legacy of Mr. Rogers including educational information, activities for children and music.
Please upload a site plan detailing the general layout of the event
<ul style="list-style-type: none"> Park-Schematic.pdf
Will there be substantial parking available? Please describe proposed arrangements for all off-street parking on site of the event or on adjacent property
Previous year schematic is on file at the City. Attached is a layout of the stage set up which is new this year.
Describe the proposed use of temporary structures, arrangement and duration of structures
NA
Describe the proposed plan for sanitation, including disposal of waste and placement of portable toilet facilities
We will provide 3 portable toilets (2 Standard and 1 Handicapped).
Does the event require any street closures?
No
Does the event require electrical access?
Yes
Please describe specific electrical needs
WUCF will be providing amplifier and microphone. They have done this the past 4 years with no issues.
Does the event require city staff?
No

Will there be any type of amplified sound?
Yes
Please describe it in detail
WUCF will again provide amp and microphone as in previous years.
Are there any active construction sites within the area of this event?
No
Is alcohol being served?
No
Is alcohol being sold?
No
Will there be any use of tents?
Yes
How many tents?
9
Will any tents be larger than 10 x 10 ft.?
No
Will there be any pyrotechnics?
No
Will food trucks be present?
No
Will there be any cooking, warming or serving of food, aside from food trucks?
No
Agreements
Upload the general liability insurance certificate in the amount of \$1,000,000 naming the city as additional insured
<ul style="list-style-type: none"> City-of-Winter-Park_Winter-Park-His_Master-Cert-201_12-5-2018_1831874898_1.pdf
Acceptance
<ul style="list-style-type: none"> I understand that I must obtain the actual permit BEFORE the event is held. I understand that issuance of a special event permit is subject to further limiting of hours and taking other actions to further restrict the event or require that the event cease due to disturbance of the peace or due to other safety and traffic issues.
Event Notification
<ul style="list-style-type: none"> I agree to provide the city with signed notification forms from neighboring properties and property owner authorization letter by downloading and using the form available below.
Hold Harmless Agreement
<ul style="list-style-type: none"> I agree to protect, indemnify, defend, save and hold harmless the City of Winter Park, its officers, and employees from any and all claims, liability, lawsuits, damages, and causes of action which may arise out of the permit or the

permittee's activity on the permitted premises in accordance with **Ordinance No. 58-54(u)(3)a.8&9** of the City of Winter Park Code of Ordinances.

Date

01/11/2019

Applicant/Contact signature

A handwritten signature in black ink, appearing to read "S. Melton".

Application ID: #10477

Sender's IP address: [108.189.0.85](#)

Date received: 01/11/2019

Received from: Event Permitting (<https://cityofwinterpark.org/departments/communications/event-permitting/>)



Agenda Item Summary

2019 Popcorn Flicks in Central Park - Scheduled Popcorn Flicks in Central Park

January 10 @ 7pm, raindate January 24th @7pm
February 7th @7pm, raindate February 21st @7pm
March 14th @ 8pm, raindate March 28th @ 8pm
April 11th @ 8pm, NO Raindate
May 9th @ 8pm, raindate May 23rd @ 8pm
June 13th @ 8pm, raindate June 27th @ 8pm
July 11th @ 8pm, raindate July 25th @ 8pm
August 8th @ 8pm, raindate August 22nd @ 8pm
September 12th @ 8pm, raindate September 26th @ 8pm
October 10th @ 8pm, raindate October 24th @ 8pm
November 7th/14th @ 7pm, raindate according to the city's holiday events
December the day of the tree lighting, raindate the following Monday

Summary:

Background:



Agenda Item Summary

lululemon Partnership - Staff is seeking approval for the concept of a partnership agreement with Lulu Lemon in Central Park

Summary:

Background:

ATTACHMENTS:

Description

Lululemon Proposal

Upload Date

1/18/2019

Type

Cover Memo



YOGA ON THE AVE WINTER PARK FLORIDA

A woman in a black yoga outfit is performing a pose on a mat. She is in a standing pose with one leg raised and bent, and her hands are on the floor. The background shows a blurred outdoor setting with trees and a building.

yoga&


Join us every
Sunday in
Central Park
in front of our
Winter Park
location
10am-11am

**Bubbles
June 3rd**
Katie DeAscanis
Warrior One Yoga

**Bubbles
June 10th**
Belinda Moore
Firefly Yoga

**Brunch, Live Music
Father's Day
June 17th**
Lauren O'Meara
Firefly Yoga

**Bubbles
June 24th**
Ashley Moorefield
Firefly Yoga



2018 Results for yoga&

- AVERAGE OF 30 ATTENDEES A WEEK
- HIGHEST ATTENDANCE WEEK: 61 PEOPLE
- LOWEST ATTENDANCE WEEK: 12 PEOPLE
- SOCIAL MEDIA PRESENCE: IN THE LAST 90 DAYS WITH OUR EVENTS WE REACHED OVER 30K PEOPLE.
- MULTIPLE COLLABORATIONS WITH LOCAL CHEFS, VENDORS, AND MUSICIANS.



lululemon Orlando



48

Events

+12 last 90 days



30.7K

People Reached

+7.2K last 90 days



1K

Event Responses

+314 last 90 days



90

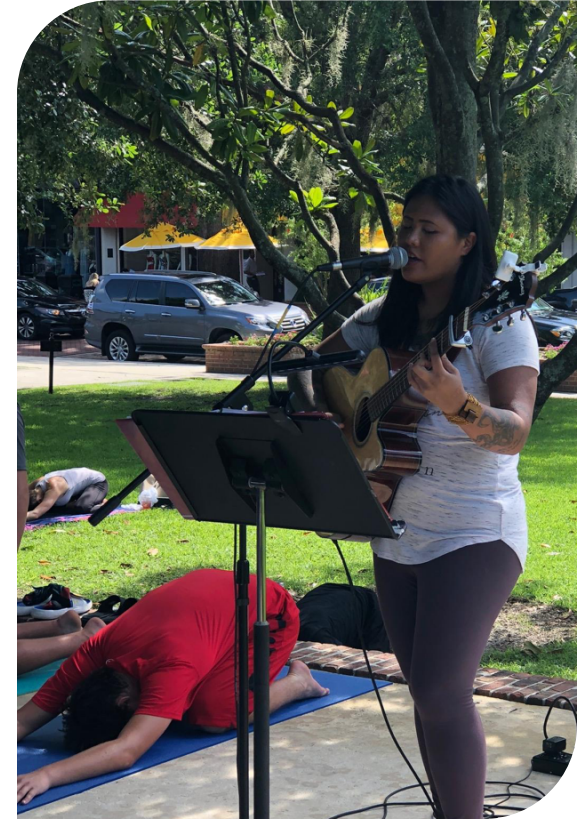
Ticket Clicks ▾

+0 last 90 days



2019 Proposal for City of Winter Park Yoga on the Ave

- In 2018, we spent almost our entire community outreach budget on our park permit for our free weekly community yoga class. We would love to find a solution to continue this series for our community.
- Our headcount has grown immensely over the year. This increase in attendees has caused our permit price to increase. We can no longer afford our permit and we know our headcount for this class will grow in 2019. We believe this class offers a quality hour long connection piece for our city which unites our diverse community of people.
- Page 4 gives a breakdown of all the costs that go into building this yoga series every week beyond our park permit expense.
- We would love to shift this event from being lululemon sponsored in 2018, into becoming a City of Winter Park free weekly yoga class series in Central Park for 2019.
- We will take all responsibilities in managing a weekly curated yoga class for the city of Winter Park to promote city health and diverse connection.



Proposal for City of Winter Park Yoga on the Ave

- Provided by lululemon our weekly investments
 - Weekly Teachers
 - Staff of 1-2 people to run the event
 - \$1 Million insurance policy
 - Limited number of yoga mats
 - Small Speaker PA System
 - Live music on select dates
 - Complimentary vendors gifts and food for attendees provided on select dates
 - Weekly Social Marketing



Proposal Details

City of Winter Park Yoga on the Ave

- We provide weekly management and promotion of this event as the city's yoga class.
- Sunday morning yoga class 10AM to 11AM.
- Outdoor class by or on Pavilion in Central Park.
- Taught by top local instructors in our community.
- Class cancelled on key dates ie. Art Festival, Christmas, and New Years Week, or any other conflicting dates with prescheduled events in the park.
- Once every 4-8 weeks we provide live music for classes.
- Complimentary food and gifts provided on select dates.



City of Winter Park

Yoga on the Ave

- Please do not hesitate to contact us

Brandon Bernard

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Agenda Item Summary

Little Free Library-Ward Park -

Summary:

Background:

ATTACHMENTS:

Description

Little Free Library-Ward Park

Upload Date

1/21/2019

Type

Cover Memo

Free Library Proposal

Presented by Trinity Preparatory School Key Club

January 23, 2019

WHO WE ARE

Key Club is an international high school organization dedicated to providing members with opportunities to serve, build character, and develop leadership. Trinity Preparatory School's Key Club is comprised of over 130 passionate high school students devoted to serving the community.

OUR GOAL

We aim to install a **free library** in Ward Park in the hopes of promoting education through reading within the Winter Park community.

HOW IT WILL WORK

- The free library will begin with a minimum of 20 books from varying genres.
 - 5 elementary level books
 - 5 middle school level books
 - 5 young adult literature books
 - 2 books in Spanish
 - 3 adult books such (e.g. cooking, self help)
- "Give a book. Get a book"
 - Community members can exchange books or simply donate to the free library.
 - Since the free library will cater to people of varying ages, there will also be a sign asking participants to keep books appropriate.
 - People will be able to use books while spending time at the park without putting a book into the library.
- TPS Key Club students will check in on the free library monthly to replenish supply and ensure the structure is in good condition.

SIGNS (to be mounted on free library)

<p>Give a book. Get a book. Sponsored by Trinity Preparatory Key Club</p>

This free library caters to various ages. Please keep books appropriate! Thank you.

BENEFITS OF A FREE LIBRARY

- **Convenience:** Our books will be readily available to the community especially to those who may not use the library frequently.
- **Promotes education:** The installation of the free library will foster a more positive image of Winter Park as a proponent of education.
- **Provides resources:** Since the books are free, the little free library will be a resource for surrounding communities.
- **Establishes a relationship:** Our club hopes to establish a relationship with the park where we can host events (e.g. story time), park clean ups, annual fix ups of the free library, etc.

FINANCES (to be paid for entirely by TPS Key Club)

Product	Home Depot's Price
2 signposts	<u>\$58</u>
Plywood (for structure & shelving)	<u>\$20</u>
3 hinges	<u>\$7</u>
Bracket	<u>\$10</u>
Plexiglass	<u>\$30</u>
Door Knob	<u>\$1</u>
Paint	<u>\$30</u>
Total:	<u>~\$125</u>

POTENTIAL COLOR SCHEMES

- blue and white with gold or blue lettering
- beige and white with black lettering



Agenda Item Summary

Family Fun & Recreation Update -

Summary:

Background:



Agenda Item Summary

Parks Projects & Landscaping Update -

Summary:

Background:



Agenda Item Summary

Mead Gardens Update -

Summary:

Background:



Agenda Item Summary

Winter Park Restore the Roar Table -

Summary:

Background: