

Parks and Recreation Advisory Board



June 26, 2019 at 5:30 PM

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

1: Consent Agenda

- a. **New Member Intorduction**
Drew Nasrallah
J. Matthew Knight
- b. **Minutes Approval-May 22, 2019**

2: Action Items

- a. **Bloomfest**
Proposed concert showcase in Central Park on July 12, 2019
- b. **International Peace Day- Valencia Peace & Justice Institute**
- c. **Ward/Cady Way Park Vision Plan**
Staff is seeking approval to move forward with contracting service to obtain a Vision Plan for Ward/Cady Way Park.

3: Discussion

- a. **Ditch/Pond System at Ward Park**
Public Works will be informing the board of the current plans for that area

4: New Business

- a. **CRA Presentation-Kyle Dudgeon, Asst. Div Director**

5: Staff Report

- **Project Update**
Status of FY19 CIP Projects
- **Program Update**
Winter Park Community Center
Aquatics

Family Fun

- **Budget Update**

Timeline for department budget, CIP, and Fee review

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.

**PARKS AND RECREATION
ADVISORY BOARD
May 22, 2019**

Chairman Carl Creasman called the meeting to order at 5:31 p.m. at the Winter Park Community Center in conference room D.

Advisory Board Members present:

Carl Creasman
Taylor Sacha
Chris Morrison
Brian Furey
Renee Maloney
Trish Teague

Staff present:

Jason Seeley
Ron Moore
Tim Egan
Kesha Thompson
Stan Locke - WPPD

Advisory Board Members absent:

Staff absent:

Cathleen Daus

Guests:

Consent Agenda:

- a) **Approval of Minutes February 27, 2019**
- b) **Disinterment Policy Resolution Amendment**
- c) **Track Shack & Central Park Events**

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

Action Item

a) Adaptive Cycling Program Proposal

Andrea Cooper and Scott Porter from the Orlando Health Rehabilitation Institute presented the board with a power point to adopt an adaptive cycling program and to place a 12x20 shed at Lake Baldwin Park to hold all the bikes. The board was concerned with the security, and was informed that the shed will be properly secured and locked.

Motion made by Trish Teague to approve the adaptive cycling program at Lake Baldwin; seconded by Bradley Doster. Motion passed unanimously

b) Approval of Grant Application for Extension of Wetland Boardwalk – Mead Gardens

Anna Peppers was seeking approval to apply for a grant to repair the boardwalk at Mead Gardens; the boardwalk has been damaged for about 15 years.

Motion made by Bradley Doster to support the application of the grant to repair the boardwalk at Mead Garden; seconded by Brian Furey. Motion passed unanimously.

New Business

Chairperson Creasman inquired about the ditch/pond at the Ward Park.

Staff Report

- **Park Projects/Landscaping Update**
- **Recreation/Family Fun and Recreation**
- **Golf Course Update**
- **Parks Project, Family Fun and Recreation**
- **Mead Garden Update**

Next Meeting – June 24, 2019 @ 5:30 p.m., Parks & Recreation, Community Center conference room D.

The meeting adjourned at 6:27pm

Kesha Thompson

Kesha Thompson
Recording Secretary



Agenda Item Summary

Bloomfest - Proposed concert showcase in Central Park on July 12, 2019

Summary:

Background:



Agenda Item Summary

International Peace Day- Valencia Peace & Justice Institute -

Summary:

Background:

ATTACHMENTS:

Description

International Day of Peace Application

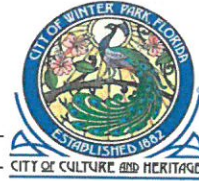
Upload Date

6/13/2019

Type

Cover Memo

**CITY OF WINTER PARK
PARKS AND RECREATION DEPARTMENT
PARK USE APPLICATION**



Park Requested: Central Park Email: Bpierce14@valenciacollege.edu

Organization Name: Peace and Justice Institute (Valencia College)

Contact Name: Britney Pierce

Address: 850 W Morse Blvd. Winter Park, FL 32789

Work Phone: 4075822291 Home Phone: _____ Cell Phone: 9542604173

Organization Status: Profit: Registered Non-Profit: If so, what type? _____

Tax Number: 85-8012739699C-1 Other (specify) _____

Proposed Event Date: 9/21/19 Second Choice: _____

Event Time: 9:00 AM - 12:00 PM Set up time: 7:00 AM Break Down Time: Finished by 2:00

Are dates/times flexible? No alternative dates Alternate Dates: _____

Type of Event: Community Is this a Fundraiser? No

Describe Event in Detail: Our vision is to bring awareness of the United Nations' International Day of Peace

(Attach detailed outline) Please see attached

Area of Park Requested: Garland Ave to Morse Blvd, including the stage area

Stage? Yes List Electricity Requirements? _____ Outlets for the amplified noise speakers _____

Expected size of Crowd: 300 Estimated Parking Requirements? _____

Will there be amplified music? Yes If Yes, type: Singing and musical instruments Hours: 9-12

Amplified Voices: Yes If Yes, type: Singing and musical instruments Hours: 9-12

Are you proposing tents: Yes If Yes, type: Secured by weights

***The use of tent stakes is Strictly Prohibited. Tents must be secured with weights.

Is the consumption of alcoholic beverages requested? No If yes, will it be sold? _____

Are you proposing to sell anything? No T-shirts? No Posters? _____

Other (describe): _____

Are you proposing food sales? No If Yes, type: _____

Describe in detail? _____

Will there be displays? Yes If Yes, type: _____

Are banners/signs requested? _____ If Yes, type: _____

Describe banners/signs in detail. What will they say and how many: No

Please note that the display banners and signs severely limited and subject to zoning and park regulations.

Will there be booths: Yes If Yes, type: Tents secured with weights, not stakes

Describe booth contents and numbers in detail: _____

What Sanitation Facilities are planned? 2 Portalets

Central Park has no restrooms. The City of Winter Park requires two portalets per 300 people if no food or drink is on site. If there is food and/or drink on site, two portalets per 125 people are required. The City does not provide portalets.

What Clean up Arrangements will be made? We will have a team of volunteers and coordinators to clean up.

Have you held this event in the past? Yes Where? Valencia College East Campus Courtyard

Size of Crowd at previous event? 200 Date of Last Event? September 21, 2017

Name and Phone Number of location official at Last Event: Rachel Allen 407-582-2709

How will event be advertised/marketed? On all Valencia College Campuses, local businesses, Valencia

How many event staff members will you provide, describe duties: 7 and a Volunteer Team

Coordinators- Day Of, Performance, Activity, Table, Volunteer, and Clean Up

The City of Winter Park charges a fee for Park use, see fee schedule. Further, a deposit equal to the fee is required and is refundable subject to the condition of the park post event. A certificate of insurance may also be required.

"By execution hereof, the undersigned releases and discharges and agrees to hold harmless the City of Winter Park from any and all claims, demands, action, or right of action arising out of or by reason of the use of City Owned Facilities, except due to the sole negligence of the City"

By signing below, client acknowledges receipt of and understanding of facility rules and regulations on a separate sheet.

Britney Pierce 5/24/19

TYPED NAME INDICATES SIGNATURE DATE

For Office Use Only: Parks and Recreation Board Agenda Date (if needed) _____

Dep Ck # _____ Parks and Recreation Board Approval: _____ If Yes, list conditions of approval if any: _____

Deposit Rec # _____

Dep Date: _____ Rental Fee Receipt #: _____ Check Number: _____ Date Paid _____

Refunded _____ Comments: _____

Retained: _____

Date Ref/Ret: _____ STAFF SIGNATURE: _____ DATE: _____

PEACE AND JUSTICE INSTITUTE

All People. All Voices. All Matter.

Proposed Event: Peace Day in the Park

The Peace and Justice Institute at Valencia College

September 21, 2019 – 9:00 am – 12:00 pm

Central Park, Winter Park

Our vision is to bring awareness of the United Nations' International Day of Peace, celebrated annually on September 21st, when the world comes together to have a day of armistice and celebrate peace. For the past six years this event was hosted on Valencia College's East Campus. This year we would like to involve the community by engaging the City of Winter Park and its residents, Valencia College's Winter Park Campus, local schools, community clubs and organizations. The day will include performances, educational presentations by community partners, games and activities for children and adults. At 11: 30 am a human peace sign will be formed at the center of the park and a photograph taken as the "Annual Human Peace Sign."

Event Outcomes:

- Raise awareness about UN Mandated International Day of Peace- September 21
- Educate about positive peace practices and their benefits for the community
- Build intercultural connection and community
- Showcase Valencia College and the Peace and Justice Institute as community partners

Activities:

Community:

- Annual Human Peace Sign using a scissor lift or drone
- Amplified performances by local arts organizations, cultural groups, school's choirs and bands, as well as Valencia's Theater Opera Project and Fearless Leaders Step Out
- Tabling from local organizations with activities centered around teaching positive peace practices
- Yoga and meditation with a certified instructor
- Peace Pet Parade

Children:

- Drum circles (not amplified by sound electrical sound equipment)
- Non-competitive games
- Storytelling
- Arts and Crafts
- Balloons and Face Painting entertainer
- Henna
- Bounce House

Contact: Britney Pierce at 407-582-2291 or email Bpierce14@valenciacollege.edu

VALENCIA COLLEGE



Consumer's Certificate of Exemption

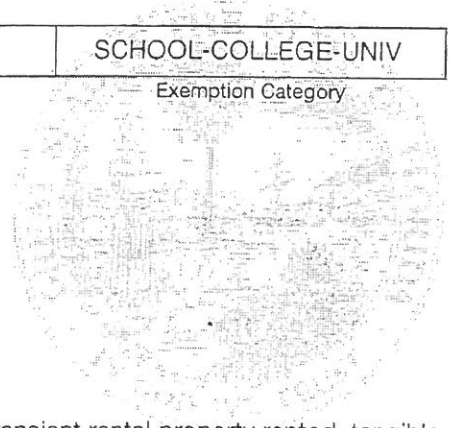
DR-14
R. 04/11

Issued Pursuant to Chapter 212, Florida Statutes

85-8012739699C-1	05/31/2015	05/31/2020	SCHOOL-COLLEGE-UNIV
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

VALENCIA COLLEGE
1768 PARK CENTER DR
ORLANDO FL 32835-6200



is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
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1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



Agenda Item Summary

Ditch/Pond System at Ward Park - Public Works will be informing the board of the current plans for that area

Summary:

Background:



Agenda Item Summary

Project Update - Status of FY19 CIP Projects

Summary:

Background:



Agenda Item Summary

Program Update -
Winter Park Community Center
Aquatics
Family Fun

Summary:

Background: