



Parks & Recreation Advisory Board Regular Meeting

Agenda

May 19, 2021 @ 5:30 pm

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. Board Member Introduction & Selection of new Chair and Vice Chair 5 minutes

2. Consent Agenda

- a. Approval of minutes April 21, 2021 1 minute

3. Staff Updates

- a. MLK Virtual Tour -*second installment of parks virtual tours* 20 minutes
- b. Park Improvement Project Update 15 minutes
 - 1. Mead Botanical Garden- Project Breakout
 - 2. Phelps Park Playground Modification Update
- c. Intro to WP9: Winter Park Golf Course Overview- Basic info on course with golf course now falling back under Parks & Recreation Advisory Board purview 10 minutes

4. Citizen Comments (for items not on the agenda): Three minutes allowed for each speaker**5. Action Items**

- a. PRAB Priorities- *discuss and set goal meeting, joint meetings, and department updates from various departments* 25 minutes
 - 1. MLK Master Plan Review- Joint Meeting with CRA - July 2021?
 - 2. Connectivity/Greenways- Transportation Advisory Board Joint Work session or Q/A with Planning/Transportation?
 - 3. PRAB Goals & Priorities for FY21-22
 - 4. Park Tours -Continue monthly virtual tours or pivot to face to face?
- b. Saturday Market Survey Questions 10 minutes

Please note that actual survey will be a digital format and to disregard formatting/lack of branding, etc,....

6. Board Comments**7. Adjournment**



Parks & Recreation
Advisory Board
Regular Meeting

agenda item

item type	Call to Order	meeting date	May 19, 2021
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Board Member Introduction & Selection of new Chair and Vice Chair

motion / recommendation

background

alternatives / other considerations

fiscal impact



Parks & Recreation
Advisory Board
Regular Meeting

agenda item

item type	Consent Agenda	meeting date	May 19, 2021
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Approval of minutes April 21, 2021

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0421.21 Minutes.pdf](#)



Parks & Recreation Minutes

April 21, 2021

5:30pm

Virtual

Present

Chris Morrison, Jennifer Adams, Michael Perelman, Kelly Price, Brian Furey

Absent

Frank Baker, Drew Nasrallah

Meeting called to order Consent Agenda

Approval Minutes- February 17, 2021

Motion made by Michael Perelman to approve consent agenda; seconded by Jennifer Adams.
Motion carried unanimously.

Staff Updates

A. Mead Gardens Virtual Tour

Jason gave a brief overview of the operation of Mead Botanical Gardens, and the City's partnership with Mead Botanical Garden Inc. Projected capital projects include outdoor lighting, parking lot improvements, pathway improvements (ADA compliant and accessible, Azalea Lodge addition to replace the exterior current changing rooms. Board members would like to see a more realistic timeframe and sequence of the projected projects.

B. Staff Updates

- **Project Update**

Jason provided spreadsheet of capital and major project status. Some of the projects that have been recently completed are Cady way tennis courts, and Pickleball courts, Phelps Playground. Staff will pull Mead Garden projects out into a separate spreadsheet for the projects over there. The board suggests that staff investigate about private funding to upgrade and utilize the funds that were already spent for the park.

- **Recreation Update**

Phelps Playground Remodel, Pickle ball courts, Easter 2021, Summer Camp, and Golf Week.

- **Landscaping & Park Maintenance Update**

Tentative Ribbon Cutting for the Event Center will be December 10th. Spring flowers being planted in central park and on Park Ave in preparation for the Spring Art Festival.

- **Board Appointments**

New Board members will be appointed at the next Commission Meeting

- **Golf Advisory Board**

Golf Board has dissolved, the current/former chair is working with staff to provide a Golf Course summary sheet, with the accomplishments of that board.

- **Farmers' Market Vendor & Guest Survey**

In May surveys will be going out to vendors and customers about the current locations

Citizen Comments

Christine Williams, 1570 Woodland Ave addressed the board regarding the Phelps Park being able to accommodate children five years or older. The board suggest that staff investigate and coordinate with the residents to inquire about private funding to upgrade and utilize the funds that were already used to replace the piece of equipment, for something geared towards the 5-12 age group of children.

Terry Bryant, 1831 Windsor Dr. inquired about the MLK Playground parking lot on Denning Dr., the plans to finish the parking lot.

Action Items

Board Comments

Mr. Perelman inquired Sustainability goals status; staff is working to get a more realistic number of total green space. staff is working on re categorizing what is considered a "park" matrix. Updated progress on the current rules and standards, Cathleen and Michael will work. Kraft Azalea Gardens "dock" seating has been removed

Jennifer Adams inquired about a joint brainstorming session with Sustainability. Also, to discuss with connectivity and greenway.

Adjourn

Motion made by Chris Morrison to adjourn the meeting at 7:08pm; seconded by Brian Furey. Motion carried unanimously.

Next meeting scheduled for May 19, 2021 at 5:30pm

Kesha Thompson

Kesha Thompson

Recording Secretary



Parks & Recreation
Advisory Board
Regular Meeting

agenda item

item type Staff Updates	meeting date May 19, 2021
prepared by Kesha Thompson	approved by
board approval	
strategic objective	

subject

MLK Virtual Tour -*second installment of parks virtual tours*

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[MLK Park Virtual Tour_PRAB21.pdf](#)

ATTACHMENTS:

[MLK-Shady Park Conceptual.pdf](#)

Martin Luther King Jr. Park Virtual Tour

May 2021

Infrastructure:

Walkways and Connectivity: The majority of walkways throughout the park are asphalt paths with considerable root damage and poor condition. Landscape beds consist of old wood railroad ties that are worn and deteriorating.

Connectivity to surrounding neighborhoods and businesses are adequate, but could use improvement. Creating safe and prominent crosswalks connectivity MLK Park and Denning should be a priority.



Lighting/Security: Field lighting is adequate, but should be upgraded to LED lighting for reduced power usage, higher quality lighting, and reduced light bleeding into to surrounding properties. Park has some secondary lighting, but it is minimal and should be upgraded.

Park does not have security cameras and addition of cameras in key areas should be a consideration in future improvements.



Parking: The park has two main parking lots on opposite sides of the park. The Denning lot serves both athletics fields and playground/pavilion and consist of approximately 40 spots and is only partially paved. The second parking lot is at the corner of Comstock and Harper and provides approximately 75 parking spots is full paved and well lit.

An additional 25 spots are provided through a use agreement with Orlando Health (directly across from Comstock Lot) during evening and weekend hours. Leagues that attract significant parking challenges are required to work with surrounding businesses to supplement parking inventory and several have successfully worked with Valencia in the recent years to utilize the lot off of Denning.

Outside of larger events and leagues, parking is typically adequate for the traffic generated by the park. Use of supplemental lots such as Valencia and Orlando Health assist in minimizing parking impact on surrounding neighborhoods.



Irrigation: Current irrigation system is inadequate. The well is undersized and frequently inoperable. Water pressure is sufficient to maintain the sod in most situations, but periods of dry, hot weather where irrigation coverage is critical creates major challenges. This leads to stressed and damaged turf that has a hard time recovering from high impact usage.



Amenities:

Multi-Use Fields: MLK Park has 3 multi-use fields. 2 of the fields are designated for low impact play with one field reserved for high impact use. Field conditions vary by season and usage patterns, but overall are in line with other recreational level facilities. Fields are not fenced which means that they do

experience open play. Fields lack shaded spectator areas and shade structures or strategically placed trees (*shade must not hinder turf growth*) should be considered in future improvements.



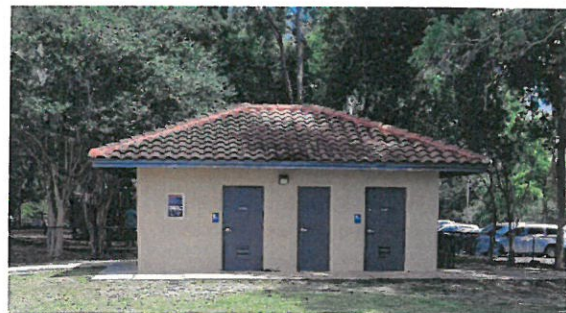
Basketball Courts: The park features 2 basketball courts. Surface is adequate, but will need resurfacing within the next 3-5 years. Courts are frequently used for pick up basketball by both adults and youth.



Playground: Locally referred to as Castle Park, the MLK playground holds a great deal of sentimental value within the community. The Parks and Recreation Department conducted a extensive rebuild in the early 00's, but the playground is still aged and not to modern standards as it related to accessibility. Community will need to decide if the desire is to move in a new direction with playground equipment or seek out a contractor to modify and preserve the current structure.



Restrooms: In 2014 the City built a new restroom at the Comstock side of the park. This restroom is in excellent condition (*right pic*) and should be adequate for many years to come. The main restroom (*on left*) at the Denning side of the park closer to the playground is in need of replacement and upgrade to better serve park visitor needs.



Picnic Pavilion: The Community Pavilion at MLK is one of most rented picnic pavilions. While it is safe and adequate for use it is due for replacement.



Auxiliary Areas:

Air Quality Facility: FDEP and Orange County operate an air quality monitoring site within the park. The station will be moving to an alternative location within the park as we look to improve view shed and lawn use with new Event Center/Library coming on line shortly.



Maintenance Compound: Parks and Recreation maintenance location for service to MLK and Central Park. Houses maintenance and field equipment. MLK Park has no designated staff members as field maintenance is handled through an outside contractor and general maintenance is shared between park rangers and mow crew.

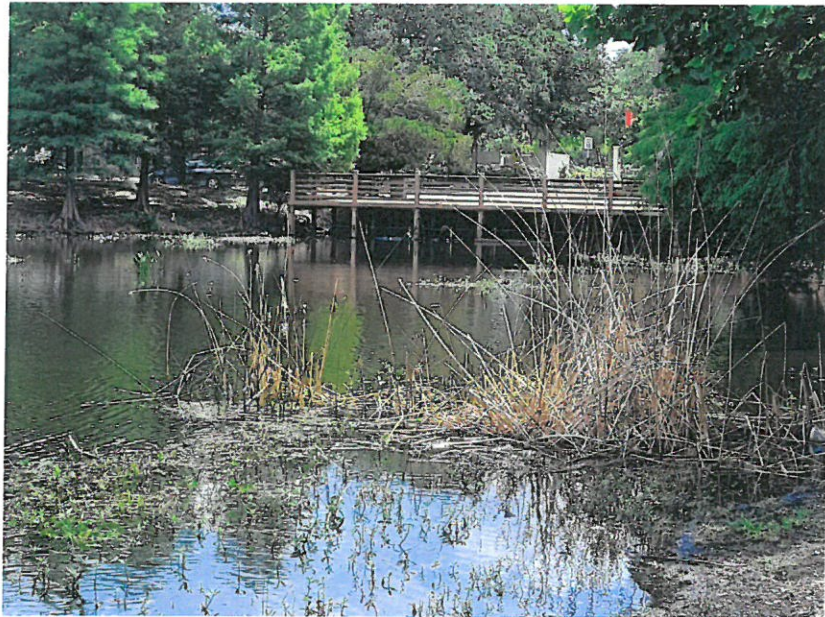


Rollins Softball Stadium: In the mid 90's the City of Winter Park and Rollins College entered into a use agreement that allowed for the construction and shared use of the Rollins softball stadium. The stadium is used by the softball team for both games and practices. Rollins College handles all maintenance of the facility and City does reserve the right to use the field when not in use by the college. Outside of team use, Rollins softball frequently hosts youth training and camps for area softball players.

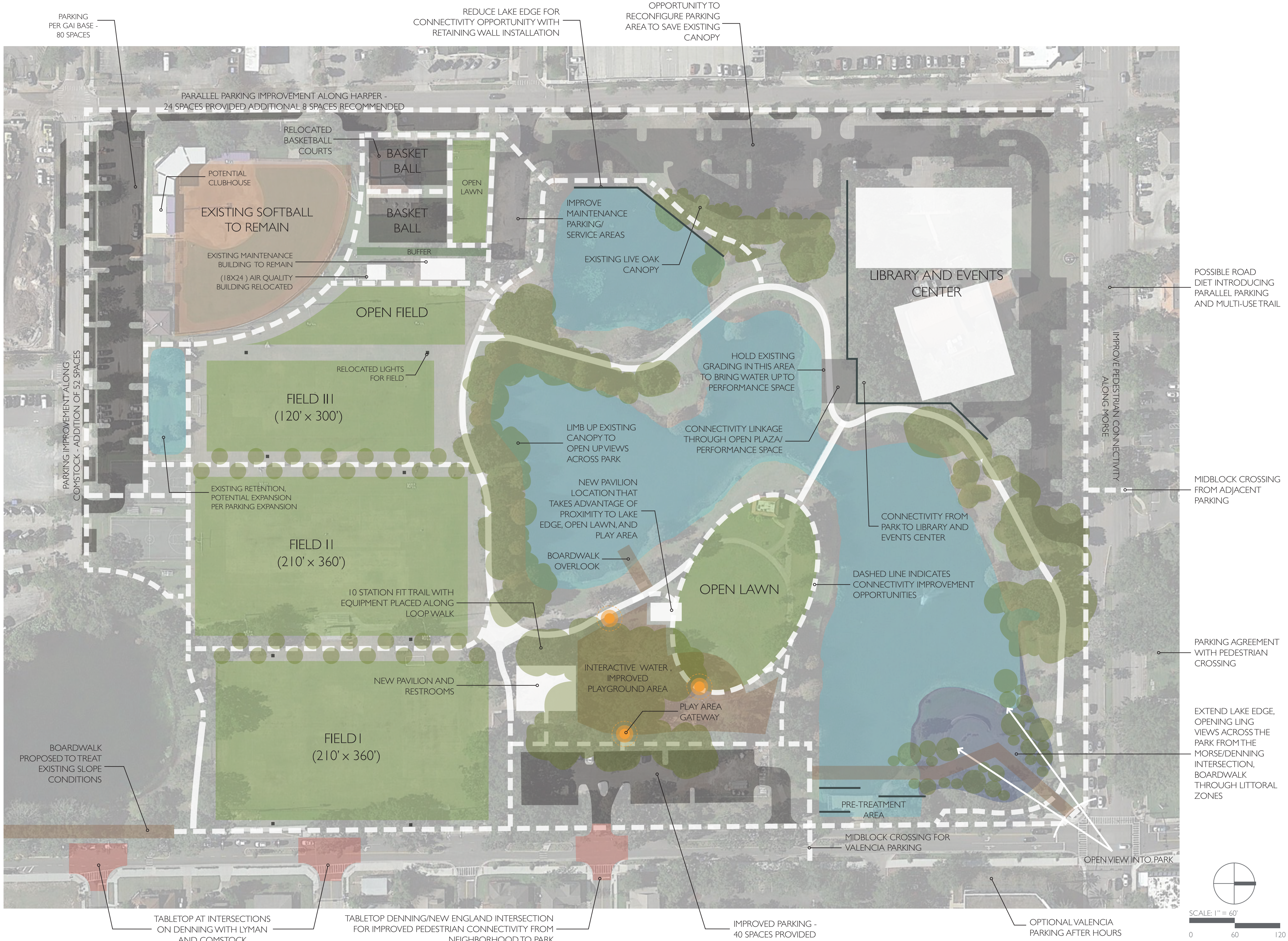
Memorial Corner: When the park was renamed to honor Dr. Martin Luther King Jr., the task force involved had also voiced a desire to have the Morse/Denning corner feature an area that was dedicated to Dr. King. While this concept was approved by task force, it was never adopted by the Commission. As part of improvements to the park this issue should be further investigated.



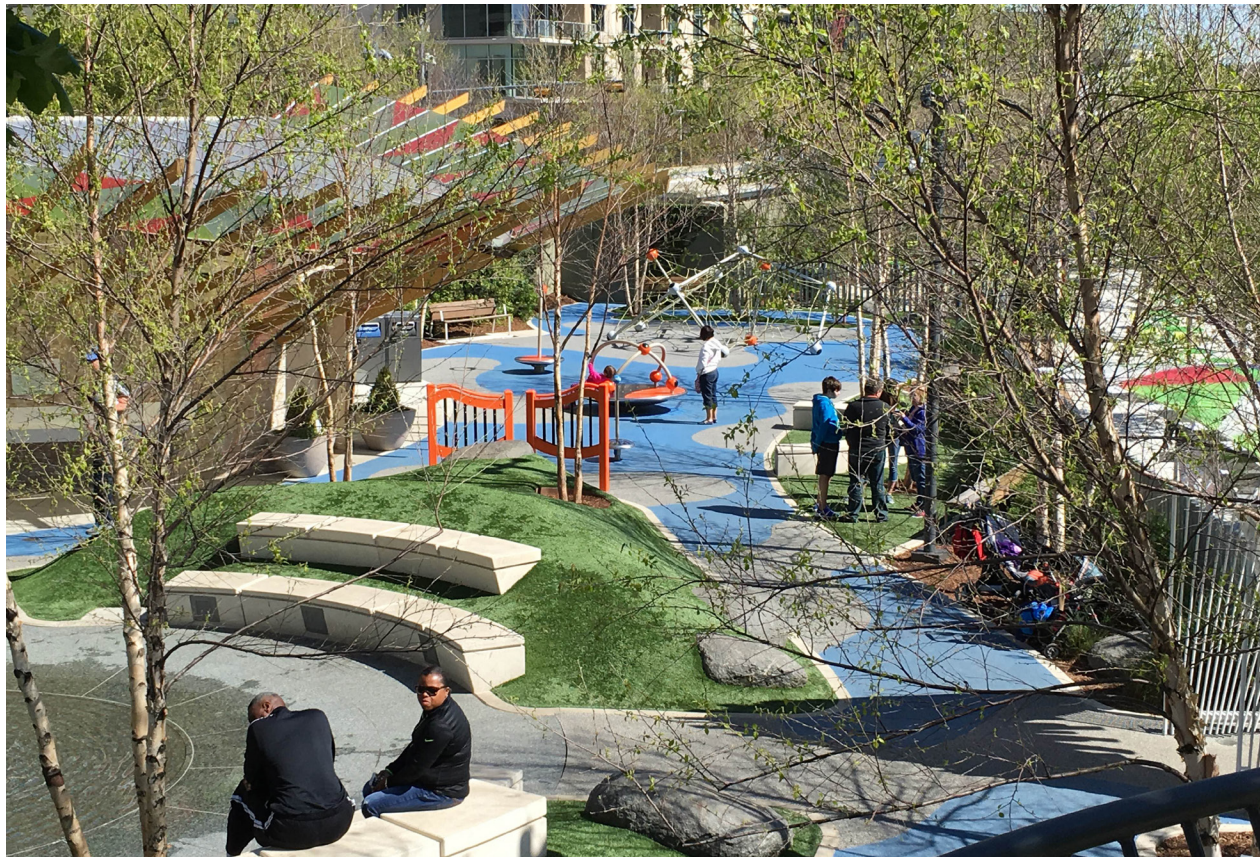
Stormwater Outfall/Observation Deck: Stormwater outfall pipes hidden by observation deck.







INTERACTIVE WATER/ PLAYGROUND AREA - KLYDE WARREN PARK - DALLAS, TX



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HOMESTEAD PARK - STARKEY RANCH - PASCO COUNTY, FL



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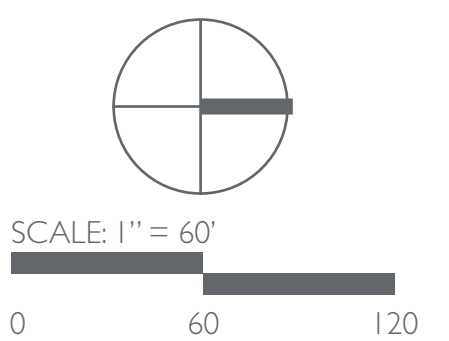
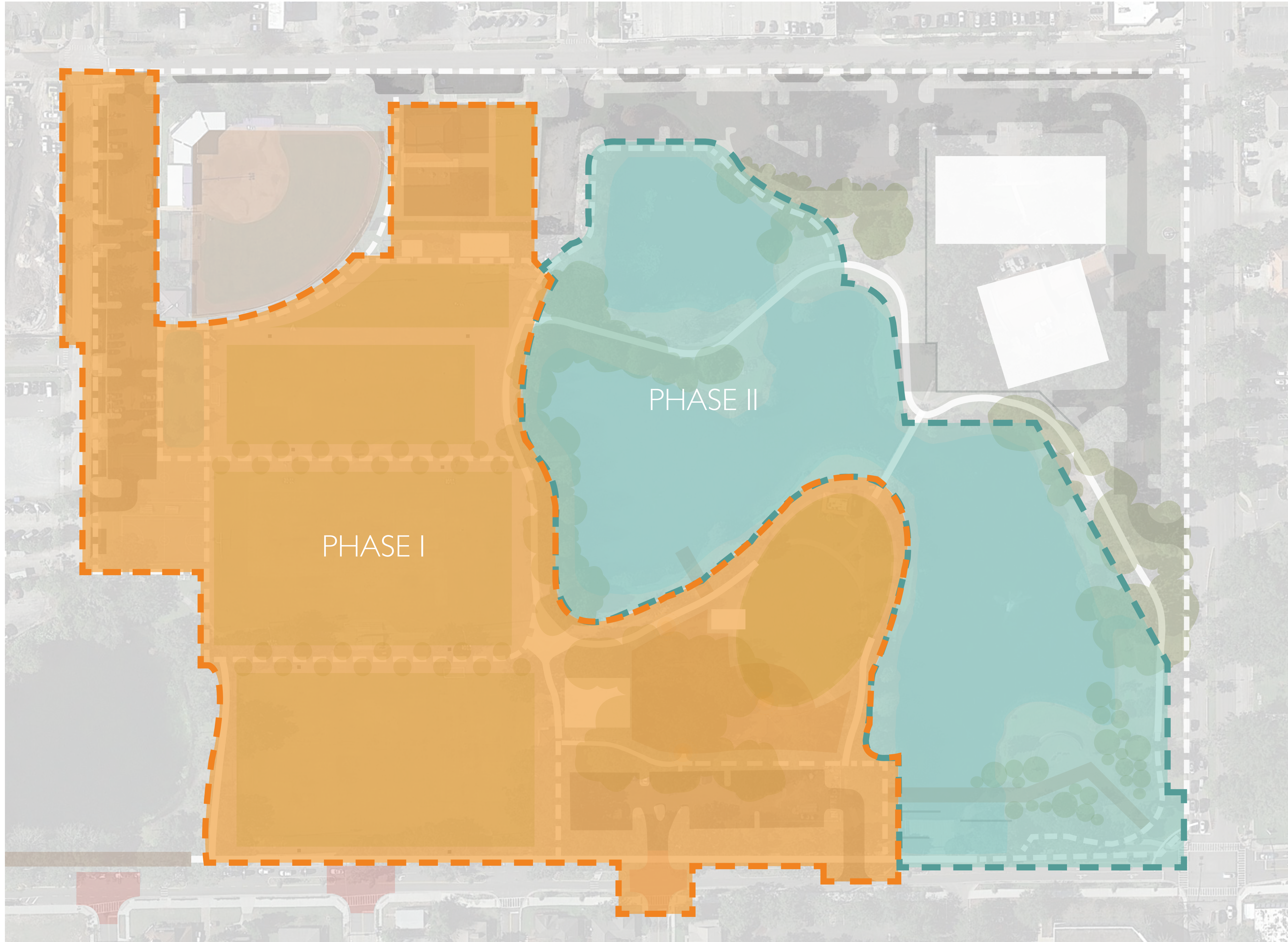
MLK PARK | PRELIMINARY OPPORTUNITIES

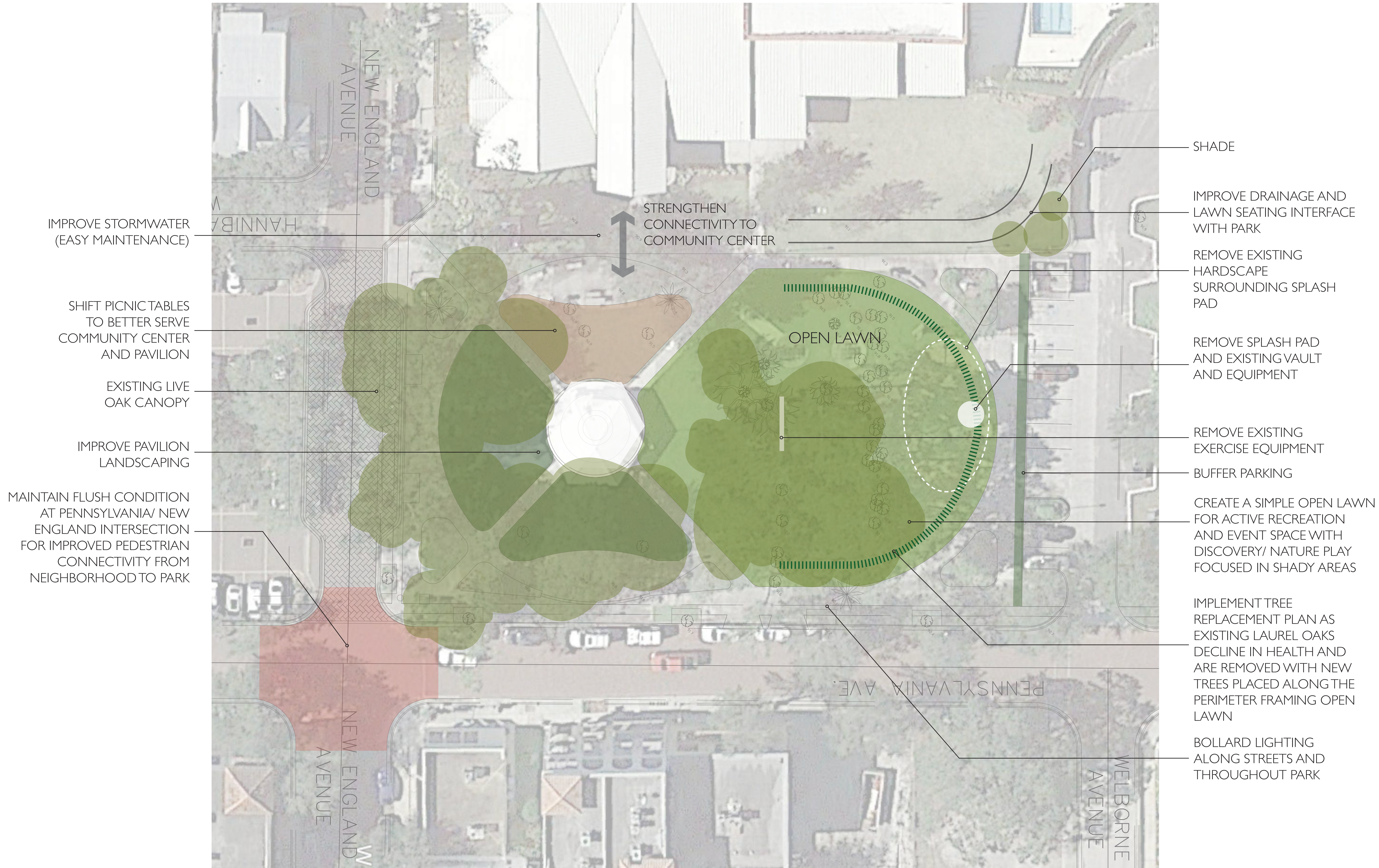
CITY OF WINTER PARK

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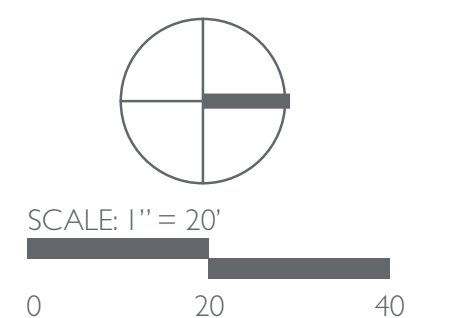
OPEN LAWN WITH SHADE- WARREN SQUARE - SAVANNAH, GA



ACTIVATED PICNIC/ LAWN SPACE - LEVY PARK - HOUSTON, TX



SIMPLE OPEN LAWN - REPUBLIC SQUARE PARK - AUSTIN, TX





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agenda item

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board approval			
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subject

Park Improvement Project Update

item list

1. Mead Botanical Garden- Project Breakout
2. Phelps Park Playground Modification Update

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Parks and Recreation Major Projects and Cap Project Summary.pdf](#)

Parks and Recreation Capital Project Status Summary

Project Name	Start Date	Complete Date	Status	Notes	Lead
Major Park Improvements					
Ward Park Playground	Aug 2020	Feb 2021	Completed	Install Equip, Trash receptacles, benches, picnic tables	William Muller
Phelps Pickleball Add	July 2021	August 2021	On Track	Use PR0024; Add Pickleball to current configuration	M. McCosker
Phelps Playground	Feb 2021	April 2021	Completed	Trash cans, tables, benches, hardscape, and landscape	C. Daus
Phelps Tennis Courts	July 2021	August 2021	On Track	Rebuild Courts and Fence	M. McCosker
Cady Way Tennis Courts	Feb 2021	March 2021	Completed	Resurface, Add Pickleball	M. McCosker
Showalter Stadium Concession	June 2021	August 2021	On Track	Outdoor grilling space- pavilion and grill	Ronnie M
Resurface Soft Courts 9-12	Feb 2021	Feb 2021	Completed	Resurface Courts/replace clay	M. McCosker
Rehab Fields A1 and A2	May 2021	Sept 2021	In Progress	Irrigation, grade, fence,sub/surface drainage, sod	Ed B
Mead/Landscape Fence	March 2021	April 2021	Completed	Chainlink Replacement	William Muller
HBP Playground Shade Structure	June 2021	August 2021	Holding	Shade Sail	C. Daus
Ward Baseball Windscreens	July 2021	October 2021	On Track	Logo Windscreens - forward fronting spaces	Jason/Mike
Ward Baseball Park Amenities	July 2021	October 2021	On Track	benches, receptacles, bike racks	Jason
Ward Park Baseball Parking	August 2021	October 2021	On Track	railroad ties, millings, signage - \$7500	Jason/Tim
Lake Wilbar Decorative Lighting			Not Funded	PRAB to priortize ligting upgrades to City parks	NA
Rebuild Baseball Field 1,4, and 5	July 2021	Sept 2021	On Track	Laser Grade,Clay, and Sod	Ed B

Capital Improvement Projects

Golf Course/Country Club Reno	July 2021	September 2021	On Track	Conceptual Approved by GAB - Dix Hite providing construction drawings	Jason/Gregg
Pineywood Columbarium	June 2021	Sept 2021	In Progress	Location Approved by PRAB, Vendor selected via RFP, awating final design	Jason/Janna
FieldTurf Fields B and C	Dec 2021	May 2021	On Track	Waiting on Nidy site plan and final quote; working thru parking considerations	Jason/Ronnie
Mead ADA Restrooms	June 2021	August 2021	In Progress	Initial quote received and Public Works working with construction vendor	Jason/Tim
Mead Parking Lot and Drainage	May 2021	August 2021	In Progress	Tree work and site prep has begaun, Public Works will begin curb work late May	Jason/Tim
Ward Park Concession Stand	August 2021	November 2021	On Track	Construction vendor has reviewed site and awaiting drawing from architect	Jason/Ronnie
Ward Park Walkways	August 2021	October 2021	On Track	Meeting with Public Works scheduled for early May	Jason/Ronnie
Mead ADA Walkways	TBD	TBD	On Track	Work will be phaased and commence once parking areas are completed	Jason/Tim



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motion / recommendation

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PRAB Priorities- *discuss and set goal meeting, joint meetings, and department updates from various departments*

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Saturday Market Survey Questions

item list

Please note that actual survey will be a digital format and to disregard formatting/lack of branding, etc,....

motion / recommendation

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