

**PARKS AND RECREATION
ADVISORY BOARD WORK SESSION
June 25, 2014**

The meeting was called to order by Assistant Director Brenda Moody at 4:00 p.m. at the Winter Park Community Center in conference room C.

Advisory Board Members present:

Chairman Blair Culpepper
Julio de Arcos
Janet Atkins
Michael Palumbo
Marni Spence
Taylor Sacha

Staff present:

Director John Holland
Assistant Director Brenda Moody
Assistant Director Ronald Moore
Assistant Director Michelle del Valle

Advisory Board Members absent:

Joel Roberts
Carl Ceasman

Staff absent:

Assistant Director Chuck Trice
Lieutenant Jeffrey Biles

Guests:

Joyce Swain, Habitat for Humanity

Discussion:

a) Rules and Standards for Rate Adjustments

Assistant Director Brenda Moody commented that the City Commission requested that the Parks Board review items on the Rules and Standards for Rate Adjustments Policy along with other events and provide recommendations as to which events should be added or removed from the list. She stated that they had a work session on April 23, 2014 and the parks boards requested a member of city management attend the work session to give more guidance of what is expected of them. She explained that based on the previous discussion she drafted two categories of fee waivers that included the list of city approved annual events and single event waivers and she created a fee waiver application.

Mr. Holland introduced Assistant City Manager Michelle del Valle to the board. Ms. del Valle clarified what the City Commission expects from the Advisory board and gave them direction regarding recommendations.

The board asked staff questions and vetted out certain criteria for the fee waiver and the fee waiver application. They concluded that new organizations will approach Director John Holland for approval/disapproval. If Mr. Holland disapproves their request they can approach the parks board to override his decision. Ms. del Valle commented that it is important that they structure their policy correctly then the Commission will review it before anything can be implemented by the parks board. Marni Spence suggested that the policy state that final appeal will have to

come to the Parks and Recreation board. There was consensus from the board on the changes discussed and to place it on the July agenda.

Next Meeting – July 30th, 2014 @ 5:00 p.m., Parks & Recreation, Community Center conference room.

The meeting adjourned at 4:52 p.m.

Nancy McLean
Recording Secretary