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PARKS AND RECREATION
ADVISORY BOARD MEETING
City Hall Boardroom, 510 N. Baker Street, Mount Dora, FL 32757
November 15, 2021 at 5:30 p.m.

MINUTES

PRESENT: Wendy Appleby, Kate Barnard, Marsha Blum (Alternate), Derrick Campbell, Rick Cooper, Amy Fortenberry, William Larkin, Don Stuart (Alternate), Mark Woerner

ABSENT: None

CITY STAFF: Christopher Carson – Cultural and Special Events Coordinator, Jeanann Hand – Leisure Services Administrative Coordinator, Amy Jewell – Director of Leisure Services, Shonk – Leisure Services Manager

I. Call to Order

Mr. Woerner called the meeting to order at 5:30 p.m.

II. Roll Call

III. Approval of Minutes

A. October 18, 2021 Parks and Recreation Advisory Board Minutes

MOTION by Mr. Larkin, SECONDED by Ms. Appleby to approve the minutes from October 18, 2021.

AYE: Appleby, Barnard, Campbell, Cooper, Fortenberry, Larkin, Woerner

NAY: None

MOTION CARRIED 7-0.

IV. Public Comment

V. Presentations

VI. Action Items

A. Approval of 60% Design and Construction Documents and Application for the African American Cultural and Historical Grant for the Renovation of Cauley Lott Park

Mr. Shonk presented the 60% documents for the renovation of Cauley Lott Park and reviewed the project up until this point. The project was scheduled in the zero to two-year time frame according to the Parks and Recreation Master Plan. The site plan had previously been presented to the Parks and Recreation Advisory Board and the North East CRA Advisory Board. The renovation has already been awarded an LWCF matching grant for $200,000.00, with board support and Council approval. The site plan at this point implements revisions suggested during both boards' feedback after viewing earlier drafts. Mr. Shonk listed the features required to be renovated in order to remain compliant with the conditions for the LWCF grant and expounded upon the further elements proposed to be included in the project. The current plan exceeds the project budget by approximately $500,000.00. City staff involved in the renovation met several times to determine what could be cut in order to reduce cost, but had not yet arrived at a satisfactory conclusion.

City staff was recently made aware of the African American Cultural and Historical Grant, the funding from which could eliminate the City's need to cut anything from the project. Because of the historical nature of Cauley Lott Park and the surrounding area, this project is perceived to be a strong candidate for the grant award.

If the project does not receive the grant award, it is possible the basketball court covering requested by the community could be installed at a later date.

Features in the plan were discussed by board members. The walking trail through the park has a standard paved surface and connects the amenities throughout the park. The trail no longer goes around the retention pond. The initial site plan was created after GAI Community Solutions Group, who created the plan, gathered feedback at the African American Heritage Festival in 2019. The ninja playground was a feature chosen by the community. The park is approximately two-and-one-half acres in size. Pricing variations between GAI and Evergreen Construction may be due to more accurate pricing by one than the other, or to differing categorizations in price listing definitions. There is adequate time to properly apply for the grant. Some site plan pages are marked as "under review" because documents are still at 60%. All City parks maintain inspection and maintenance logs.

MOTION by Mr. Stuart, SECONDED by Mr. Campbell to approve the 60% Design and Construction Documents and the Application for the African American Cultural and Historical Grant for the Renovation of Cauley Lott Park.

AYE: Appleby, Barnard, Campbell, Cooper, Fortenberry, Larkin, Woerner

NAY: None

<u>MOTION CARRIED</u> 7-0.

B. Approval of 60% Design and Construction Documents for Phase II of the Lincoln Avenue Pool Renovation

Mr. Shonk presented the 60% documents for Phase II of the Lincoln Avenue Pool renovation and reviewed the project up until this point, including Phase I, which was comprised of pool resurfacing, pump replacement, and ADA repairs. The project was scheduled to occur in the zero to two-year time frame according to the Parks and Recreation Master Plan. Both the board and City Council supported the City moving forward with Phase II at this time.

Phase II was budgeted at one point six million dollars. The project cost is now at $600,000. Phase II includes renovation of the locker rooms, adding an overhang for purposes of shade, shelter, lounging, and providing an environment for enjoying concessions; and installing a splash pad to replace the defunct kiddie pool. The overhang was not part of the plan in April of 2021. The splash pad and overhang were not initially included because of budget concerns. The City since found that those elements are available within budget. It is likely non-slip coating will also be included, as well as shading for the splash pad. Ms. Fortenberry expressed support for the non-slip coating. The added elements may increase the cost currently presented by CPH Engineering, but would not put the project over budget.

<u>MOTION by Ms. Barnard, SECONDED by Ms. Appleby to approve the 60% Design and Construction Documents for the Lincoln Avenue Pool Renovation Phase II.</u>

AYE: Appleby, Barnard, Campbell, Cooper, Fortenberry, Larkin, Woerner

NAY: None

<u>MOTION CARRIED</u> 7-0.

C. Approval of 60% Design and Construction Documents for the Triangle Elementary Joint-use Playground

Mr. Shonk reminded the board about the history and proposed elements of this project. As with the two projects previously discussed at this meeting, board members were already well-informed about much of what had taken place up until this point. City staff would be meeting with representatives from the Lake County School District and Triangle Elementary later during the week. The county is contributing the land for this project. The county retains ownership of the land, but the City is free to use it as park space when school is not in session. Exercise equipment is part of the site plan. The park offers green space and walking space. The playground is in dire need of renovation. GAI has been the contractor for the design, but Evergreen will most likely be contracted to renovate the playground and construct the rest of the joint-use park.

Mr. Campbell reverted to discussion of the Cauley Lott Park renovation, expressing concern regarding the availability of the park for the African American Heritage Festival in 2022.

The survey to gather neighborhood feedback for the Triangle Joint-use Park was distributed at the end of 2020. Board members expressed interest in a partnership between Mount Dora High School and the City. Such a partnership may be possible in the future, but the City's more immediate plans involve goals mentioned in the Parks and Recreation Master Plan. The Triangle Elementary project is filling a level of service gap identified in the Master Plan. The Triangle joint-use project may be the first of more projects in concert with the school district.

Ms. Fortenberry mentioned the area's need for a rubberized running track, similar to the one described in discussions regarding the proposed new recreation center. Mr. Campbell mentioned families avoid sending students to Mount Dora High School because of the school's inferior athletic amenities. Mr. Larkin would like to see partnerships with the high school. The topic could be further discussed later in the meeting.

<u>MOTION by Mr. Campbell, SECONDED by Ms. Fortenberry to approve the 60% Design and Construction Documents for the Triangle Elementary Joint-use Playground.</u>

AYE: Appleby, Barnard, Campbell, Cooper, Fortenberry, Larkin, Woerner

NAY: None

<u>MOTION CARRIED</u> 7-0.

D. Approval of 60% Design and Construction Documents for the Canoe and Kayak Launch at Palm Island Park

Prior to the start of the meeting, Mr. Shonk distributed to board members the concept plan for the project, which had not been available at the time the agenda packet was sent to board members. Mr. Shonk reviewed the details of the project and presented the Faden Construction cost estimate of $220,000.00. The project budget is $300,000.00, with $240,000.00 of that amount being funded by an RTP grant and the remaining $60,000.00 funded by the City as their grant match. The renovation of one of the pavilions at the site will be covered by the grant as it is part of a planned kayak wash station. The City would like to renovate the remaining two pavilions as well, and upgrade them to ADA accessibility.

In response to the board's concern expressed at a prior meeting regarding parking availability at the site, Mr. Shonk directed their attention to two parking spaces that had recently been added. A dumpster was relocated in order to make room for the additional parking. At least four more spaces will be added as part of this project. Examining the site created opportunities to improve the area. As a result, a new crosswalk was installed by Public Works to enhance pedestrian safety. There will be two parking spaces dedicated to temporary kayak/canoe loading and unloading.

Mr. Shonk had researched and visited comparable areas with facilities similar to the plan for this one, and found that this project's current parking plans will suffice generously for those who will use this and surrounding amenities. He also used the gathered information to make informed choices regarding fixtures, especially regarding sustainability.

The site will have an eight-foot-wide walking trail replacing the sidewalks, and two kayak launches, one of which will be ADA accessible. The additional two pavilions are priced out separately from the $220,000.00 cost estimate. It is currently within the project's budget to renovate two pavilions. Funding would need to be identified to renovate the third. The pavilions will need to remain within the project footprint to be covered by RTP grant funds. Mr. Shonk explained the process by which the ADA kayak launch functions to allow for use by those with limited range of motion. Discussion remains ongoing about the renovation and future use of the Boy Scout Building. Traffic and parking will be strategically managed during events that bring heavy visitation to the waterfront. The area will be cleaned up to have a more visually impressive appearance. Parking rules will be enforced by the police department. Parking must remain in its planned location to meet grant requirements. New parking would include six regular spaces and two kayak drop-off spaces.

MOTION by Ms. Barnard, SECONDED by Mr. Campbell to approve the 60% Design and Construction Documents for the Canoe and Kayak Launch at Palm Island Park.

AYE: Appleby, Barnard, Campbell, Cooper, Woerner

NAY: Fortenberry, Larkin

MOTION CARRIED 5-2.

VII. Resolutions

A. Resolution No. 2021-123, City Facility Naming Policy

This policy had recently been approved by City Council and was being presented to the board for their viewing. The policy separates the regulation of facility and park naming from the policy that regulates the naming of streets, and allows the City to accept donor funds for naming rights for parks and facilities. Parks and facilities can be named after persons significant to the City of Mount Dora, or in honor of donors. Corporations are excluded from attaining naming rights, but it is possible for any portion of the policy to be waived with City Council approval.

VIII. Ordinances

IX. Discussion Items

X. City Staff

A. Cultural and Special Events Update

Mr. Carson informed board members about the Plant and Garden Fair that had just occurred in Donnelly Park. A number of holiday events are imminent. The City's Christmas lights will be illuminated at a time close to Thanksgiving Day, but no formal Light Up Mount Dora event will take place this year. During the 2019 occurrence of the event, the saturation of visitors within a concentrated area and period of time generated cause for concern. The City is exploring ways for some form of the event to take place in the coming years without compromise to public safety. Several board members expressed disbelief regarding the reasoning for the event's cancellation this year. Staff assured board members the decision had been made based upon official public safety advice, stakeholder feedback, and careful consideration.

XI. Communications and Reports

A. Board Member Wendy Appleby

Ms. Appleby commented on the condition of the boat docks, which had suffered recent damage to rubber bumper areas. The feature currently looks unattractive. She will send photos to Mr. Shonk.

Ms. Appleby also mentioned a downed tree branch on a walking path in Gilbert Park. She suggested relocating some Gilbert Park benches which are seeing little use due to tree branch obstruction.

B. Board Member Kate Barnard

Ms. Barnard spoke about an event closing Alexander Street from 3-9 p.m. on the upcoming Saturday. She reported that affected restaurants and merchants are not pleased with the impact the street closing will have on their businesses.

C. Board Member Marsha Blum

Ms. Blum wished all a Happy Thanksgiving.

D. Board Member Derrick Campbell

Mr. Campbell commented favorably on the activity of the board and the department.

E. Board Member Rick Cooper

F. Board Member William Larkin

G. Board Member Alternate Don Stuart

Mr. Stuart expressed doubt regarding his return to the board.

H. Vice-Chair Amy Fortenberry

I. Chair Mark Woerner

XII. Future Meeting Dates

A. Thursday, January 20, 2022, 5:30 p.m.

B. Thursday, February 24, 2022, 5:30 p.m.

C. Monday, March 21, 2022, 5:30 p.m.

XIII. Adjournment

MOTION by Mr. Campbell, SECONDED by Ms. Barnard to adjourn the meeting.

MOTION CARRIED 7-0.

Meeting adjourned at 6:53 p.m.

Mr. Mark Woerner Chairperson	Mr. Troy Shonk Leisure Services Manager